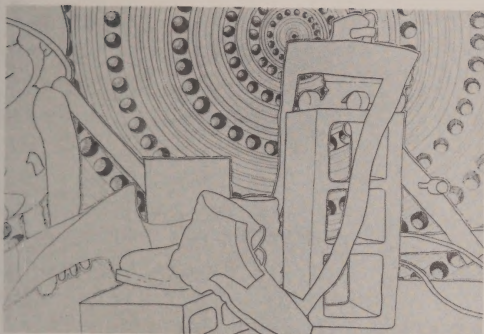


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1990



NEEDHAM ANNUAL TOWN REPORT

RETIREMENTS

| Name | Department | Years of Service |
|----------------------|--------------|------------------|
| Bell, Richard | School | 13 |
| Blew, Helen | School | 12 |
| Cahill, Genilde | Hospital | 21 |
| Collins, Francis | School | 11 |
| Cruickshank, Hope | School | 20 |
| Fagan, Vivian | School | 23 |
| Fay, Ann | School | 17 |
| Fiorentino, Fanny | Hospital | 24 |
| Fiorentino, Nicholas | Public Works | 28 |
| Gallagher, Katherine | Hospital | 24 |
| Gates, Philip | Town Hall | 21 |
| Griffin, Barbara | School | 22 |
| Gross, Eleanor | School | 17 |
| Hagan, Joseph | Public Works | 20 |
| Hawes, Claire | Public Works | 18 |
| Huckins, Damon | Public Works | 38 |
| Lambert, Teresa | Police | 21 |
| Lucas, George | School | 25 |
| MacDonald, Donna | School | 23 |
| MacGray, Frederick | Public Works | 19 |
| MacGray, Kenneth | Fire | 31 |
| Mallin, Francis | School | 15 |
| Nelson, Roy | Public Works | 12 |
| Nixon, Sally | School | 18 |
| Orne, Charles | Fire | 10 |
| Patriarca, Anne | Town Hall | 13 |
| Placido, Gerald | Hospital | 32 |
| Porreca, Richard | Fire | 21 |
| Trible, Phyllis | School | 15 |
| Wilmarth, Phyllis | School | 11 |
| Young, Mary | School | 19 |

IN MEMORIAM. . .

| | | |
|---------------------|--------------|----|
| Atwood, Hubert | Hospital | 10 |
| Cahill, Ann | School | 21 |
| Cleaves, George | Fire | 22 |
| Davidson, Helen | Hospital | 20 |
| Dunne, George | School | 9 |
| Forger, John | School | 23 |
| Gaulitz, Olof | School | 20 |
| Hunting, Robert | Fire | 10 |
| Mason, Margaret | School | 18 |
| McMullin, Laura | Hospital | 7 |
| Metcalf, Cereno | Public Works | 12 |
| Milligan, Marjorie | Hospital | 14 |
| Nutter, William | School | 12 |
| Palmer, Lillian | Hospital | 5 |
| Pilkington, Blanche | School | 11 |
| Rizzo, Florence | School | 25 |
| Sisson, Jerome | School | 25 |
| Strong, Arthur | Town Hall | 5 |
| Symonds, Edward | Public Works | 17 |
| Volpe, Earlene | Hospital | 20 |
| Wallace, Alexander | School | 11 |
| Woodbury, Helen | School | 15 |

Committee.....Carl F. Valente, Jane A. Howard
 Photographer.....David Rains

Appreciation is extended to Howard Bush, Director of Art, Needham Public Schools and Lesley Cohen for the special feature, "Art in Our Schools". Additional appreciation is extended to Theodora K. Eaton and her staff for their assistance with the compilation of lists in the reference section.

Cover art by Jesse Green, Mitchell School, Gr. 5; Laurie Gerber, High School, Gr. 9; Sarah Holmes, High School, Gr. 9.

Town of Needham 1990 Annual Report

Our Town

SITUATION:

About 10 miles southwest of Boston
Geodetic position of Town Hall:

Latitude 42° 16' 51.567" North
Longitude 71° 14' 13.048" West

POPULATION:

28,568 (1990 Annual Town Census)

AREA:

Approximately 12.75 square miles

ELEVATION:

85 feet above sea level at
Rosemary Meadows, 180 feet at
Needham Square, 300 feet in Birds Hill.

ASSESSED VALUATION:

\$3,085,760,340. Real Estate only
46,224,000. Personal Property

\$3,131,984,340. Total

TAX RATE:

For the period from July 1, 1989 - June 30, 1990:
\$10.01 - Residential; \$12.21 - Commercial

TOWN HALL:

Built in 1902. Phone 455-7500.

OFFICES OPEN:

8:30 a.m. - 5:00 p.m. Weekdays

OFFICES OPEN EVENINGS:

Office of Town Clerk, second and fourth Tuesday;

SENATORS IN CONGRESS:

Edward M. Kennedy
John Kerry

REPRESENTATIVE IN CONGRESS:

John J. Moakley of Boston
(Ninth Congressional District)

STATE SENATOR:

David H. Locke
(Norfolk, Bristol and Middlesex)

REPRESENTATIVE IN GENERAL COURT:

Lida E. Harkins
11th Norfolk District (Precincts A, B, C, D, F, G,
I, J)

Marie-Louise Kehoe
13th Norfolk District (Precincts E and H)

QUALIFICATIONS FOR REGISTRATION AS VOTERS:

Must be 18 years of age, American born or fully naturalized. Registration Monday through Friday, 8:30 a.m. to 5 p.m., second and fourth Tuesday evening, at Town Clerk's office; Special evening sessions of Registrars held preceding elections.

ABSENTEE VOTING:

All elections.

DOG LICENSES:

All licenses expire December 31.
A dog should be licensed when 6 months old.
Fee: Neutered dogs, \$10.00;
Unneutered dogs, \$15.00.

TAX BILLS:

Tax bills are paid quarterly. Payments are due on August 1, November 1, February 1, and May 1. If unpaid by due date, interest will be added according to law from the date due to the date payment is made.

Motor Vehicle Excise is due thirty days from date of issuance.

Water Bills are due thirty days from date of issuance.

BOARD OF HEALTH:

Households shall report to the Board of Health all cases of communicable diseases, unless a physician is in attendance.

effective 1/1/91

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"Art In Our Schools"

by Howard Bush, Director of Art

The Art Department in the Needham Public Schools has a philosophy which is the foundation of our entire art program from kindergarten through high school:

"We believe that art is an essential part of human history, in that it is the means of visually expressing and recording ideas which are basic to individuals and to society. We believe that visual arts, along with the performing arts, provide our society with a humanizing balance so vital to life in the technological age.

We believe art education fosters conceptual awareness, creative thinking and action, aesthetic valuing and literacy, and the understanding of past and present cultures. It also provides for developing life skills, communication skills, a vision of the future, and experiences in understanding one's self.

Therefore, we believe that when art education is appropriately planned and implemented, it is a significant factor in nurturing the most important needs of a well-rounded individual and society.

For these reasons, it is essential that art education be an integral part of elementary and secondary education, thus providing a balanced curriculum towards developing the whole intellect of each human being."

It is gratifying that over the years, the school administration, school committees, and the community have supported the art program so that today it stands as a model for school systems of comparable size.

At the elementary level, three art specialists service the five schools by providing one instructional period of art per week for each child in grades one through five in a sequential program of drawing, painting, ceramics, sculpture, print-making, weaving, and various crafts. Every effort is made to integrate art activities with ongoing learning activities in the classroom.

At the middle school level, three art teachers provide a unique and diversified program. Students in grade six are required to take art three periods per week for one-half year with a quarter-year elective option. In grade seven, students are required to take art three periods per week for one-half year with two quarter-year elective options. In grade eight, students are required to take one quarter-year course, and are also required to take a minimum of two quarter-year electives from a total of four offered. Courses are specific in scope and sequence and cover both arts and crafts, including drawing, painting, printmaking, woodcrafts, metalcrafts, and ceramics.



Jay Braun, High School, Grade 12

At the high school level, students may elect art courses from a wide range of full-year or semester offerings. A full-year art major sequence is offered, culminating with an advanced placement portfolio class for students interested in continuing their education in the art field after graduation. Additionally, semester courses are offered in Ceramics, Commercial Art, Crafts, Drawing, Illustration and Calligraphy, Jewelry and Sculpture, Woodcrafts, and Photography.

In addition to the nearly three teachers assigned to the art program, an art teacher is also assigned part time to the team-taught Humanities program.

Over the years, there have been many highlights — the many awards that our students have achieved, the number of young people who have chosen art as a career, the many worthy efforts that staff and students have made to reach out to the community and beyond and the accolades that have been received nationally, regionally, and from within our school community.



Michael Graham, Hillside School, Grade 4

GENERAL GOVERNMENT

Board of Selectmen



Marcia M. Carleton, Chairman; H. Phillip Garrity, Jr., David F. Eldridge, Jr., John D. Marr, Jr., Sally B. Davis, Carl F. Valente, Executive Secretary

Purpose:

The Board of Selectmen is one part of the Executive Branch of government for the Town. The Board also serves as the Police Commissioners, Fire Commissioners, Board of Public Works, and Licensing Authority. The Board of Selectmen meet the second and fourth Tuesday of the month except in July and August when meetings are held on the third Tuesday of the month. All meetings are open to the public.

In its capacity as the Town's executive authority, the Board of Selectmen, with its Executive Secretary, engage in a variety of activities in order to fulfill its legal obligations to the community, including:

- Implement and administer the decisions of Town Meeting (the Town's Legislative branch of government);
- Establish policies and procedures for the coordination of Town government operations;
- Represent the interests of Town residents in a variety of forums including: business dealings; legal affairs; and intergovernmental cooperation with other municipal, county, state, and federal agencies;
- Conduct hearings and make decisions on a wide range of matters under its jurisdiction;
- Propose to Town Meeting the operating and capital budgets for those departments under its control;
- Convene the Annual Town Meeting and any Special Town Meetings that may be required, and prepare the Warrants (listing of Articles) for Town Meeting consideration.

Budgetary Data:

| | | No. of Employees |
|----------------------|------------|---------------------|
| Personal Services | \$170,581. | Full-time 4 |
| Expenses | 152,430. | Part-time 3 |
| Capital Improvements | 4,876. | Elected Officials 5 |
| Total | \$327,887. | |

FY90 Highlights:

Selectmen: In April 1990, Sally B. Davis and John D. Marr, Jr. were re-elected to serve three-year terms. At this time Marcia M. Carleton was elected Chairman by the Board, succeeding Sally Davis.

Appointments: Rick Agnew resigned as Executive Secretary in March 1990. Carl Valente, the Town's Finance Director, was appointed to fill the vacancy.

Police and Fire Renovation Projects: Renovations to the Heights Fire Station were completed in April 1990 with renovations to the Main Police and Fire Station being completed in June 1990. Each facility received substantial modifications to their heating, ventilation, electrical, and plumbing systems.

Recycling Committee: The Board sought and Town Meeting approved a recycling by-law at the May 1990 Town Meeting. With the approval of this by-law, the Recycling Committee moved forward with a mandatory recycling program for paper, glass, and yard wastes. This program is expected to remove a substantial amount of trash from the Town's waste stream, thereby reducing the cost the Town pays for disposing of trash at the Wheelabrator facility in Millbury.

Financial:

Following the defeat of the May 1990 Proposition 2½ Override vote, the Board of Selectmen worked closely with the Finance Committee to submit a balanced budget to Town Meeting. Unfortunately, this required the layoff of 36 employees, including staff in the fire department, police department, public works, library, and numerous other departments. In addition to these layoffs, numerous other positions were left vacant, resulting in most departments having substantially fewer employees necessary to maintain existing levels.

Outlook for FY91

The major issues facing the Board of Selectmen include:

1. The continuing financial problems facing the Town in view of reduced State aid, and increasing fixed costs for insurance, pensions, MBTA, etc. The Town's ability to provide for the health and safety of residents will be a key issue, especially in light of declining economic conditions.
2. Resolution of the parking needs of downtown Needham workers and MBTA train commuters going to Boston.
3. Expansion of the recycling program at the Needham Disposal Area.
4. Implementation of the Town Government Review Committee recommendations if approved by Town Meeting.

Acknowledgements

The Board of Selectmen wishes to thank the many citizens, volunteers, committee members, employees, and others whose invaluable contribution of time, energy, and talents makes it possible for Needham to maintain a well-managed, civic-minded community.

Town Clerk



Theodora K. Eaton

The Office of the Town Clerk can be compared to a hub about which the wheel of local government revolves. The spokes of the wheel represent the various boards, departments and committees to which the Town Clerk relates in a direct way. The rim of the wheel represents the many segments of State and County Government from which many of the Town Clerk's official duties and responsibilities stem.

The official duties and responsibilities of the Town Clerk are spelled out in over 73 Chapters and 400 sections of the Massachusetts General Laws as well as local ordinances and by-laws. Those pertaining to Elections, Voter Registration, Vital Statistics, and Town Meeting are the most complex with amendments to the State Statutes made yearly. The Town Clerk is the recorder of all official business.

During Fiscal 1989-1990, the following elections and Town Meetings were held:

| | |
|--|--------------------|
| Special Town Meeting | September 13, 1989 |
| Annual Town Election | April 9, 1990 |
| Recount (of Votes Cast for | April 25, 1990 |
| Write-In Votes for Town Meeting Member in Precinct C) | |
| Election (To Break Tie Vote in Precinct C for Town Meeting Member | May 2, 1990 |
| Annual Town Meeting | May 7, 1990 |
| Special Town Election | May 15, 1990 |
| Special Town Meeting | May 21, 1990 |
| Recount (of Votes Cast for The General Override Ballot Question | June 2, 1990 |

Budgetary Data

| | | No. of Employees |
|---------------------|-----------|------------------|
| Personal Services | \$69,382. | Full-time 3 |
| Expenses | 3,510. | Part-time 0 |
| Out of State Travel | 0. | |
| Capital Outlay | 0. | |
| | \$72,892. | |

The Office was particularly busy this Spring with the Annual Town Election, a recount of votes cast for write-in candidates for Town Meeting Member in Precinct C, and subsequent election to break a tie vote for Town Meeting Member in Precinct C. A Special Town Election, which contained one Proposition 2½ general override ballot question, was presented to the voters on May 15, 1990. The question failed to pass by 42 votes. Upon petition, a hand recount was held on June 2, 1990 and the question still failed to pass by 20 votes.

The following statistics were compiled during Fiscal Year 1990:

VITAL STATISTICS

Births to Residents:

| | |
|----------------------|-----|
| 7/1/89 - 12/30/90 | 181 |
| 1/1/90 - 6/30/90 | 158 |
| Total Needham Births | 339 |

Deaths:

| | Residents | Non-Residents |
|------------------------|-----------|---------------|
| 7/1/89 - 12/30/89 | 118 | 35 |
| 1/1/89 - 6/30/89 | 114 | 44 |
| | 232 | 79 |
| Total Deaths Recorded: | 311 | |

Marriages:

| | |
|---------------------------|-----|
| 7/1/89 - 12/30/89 | 125 |
| 1/1/90 - 6/30/90 | 84 |
| Total Marriages Recorded: | 209 |

Fish and Game Licenses Issued:

| | |
|---|-----|
| 7/1/88 - 6/30/89 | |
| Class F1 - Resident Citizen Fishing | 364 |
| Class F2 - Resident Citizen Minor Fishing | 9 |
| Class F3 - Resident Citizen Fishing, ages 65-69 | 21 |
| Class F4 - Resident Citizen Fishing Paraplegic, Blind, Mentally Retarded, over 70 | 26 |
| Class F5 - Resident Alien Fishing | 5 |
| Class F6 - Non-Res. Citizen/Alien Fishing | 4 |
| Class H1 - Resident Citizen Hunting | 73 |
| Class H2 - Resident Citizen Hunting, age 65-69 | 6 |
| Class H4 - Resident Alien Hunting | 4 |
| Class H5 - Non-Res. Citizen/Alien Hunting (Big Game) | 1 |
| Class H6 - Non-Res. Citizen/Alien Hunting (Small Game) | 1 |
| Class S1 - Resident Citizen Sporting | 103 |
| Class S2 - Resident Citizen Sporting, age 65-69 | 7 |
| Class S3 - Resident Citizen Sporting, over 70 (includes Trapping) | 30 |
| Class DS - Duplicate Sporting | 3 |
| Class M1 - Archery/Primitive Firearms Stamps | 53 |
| Class M2 - Massachusetts Waterfowl Stamps | 67 |

TOTAL: 777

| | |
|--|----------|
| aid to Div. of Fish & Game for Licenses: | 8,079.25 |
| aid to Town Treasurer in Fees: | 322.60 |

Dog Licenses Issued:

| | |
|--|-------|
| 1/1/89 - 6/30/90 (New Fees effective 1/1/90) | |
| Male & Female Dogs @ \$7.00 & \$10.00 | 418 |
| Spayed Female & Neutered Male Dogs @ \$4.00 & \$10.00 | 1110 |
| Transfers @ \$.50 | 4 |
| kennels @ \$ 25.00 | 7 |
| kennels @ \$ 50.00 | 9 |
| kennels @ \$100.00 | 2 |
| Seeing Eye Dogs - No Charge | 2 |
| License Fees Collected for Previous Years: @ \$4.00 & \$7.00 | 12 |
| | 1,564 |

Paid to Town Treasurer for FY1990

| | |
|--------------------------|-------------|
| Licenses and Prior Years | |
| License Fees: | \$17,366.00 |

Paid to Town Treasurer for FY1990

| | |
|--------------------------------|-------------|
| Other Licenses: | \$25,366.00 |
| Miscellaneous Receipts & Fees: | \$36,614.88 |

The Town Clerk's Office responds to the requests of the public, and is open daily from 8:30 A.M. until 5:00 P.M. and from 7:30 P.M. until 9:00 P.M. on the second and fourth Tuesday evenings except for July and August when the Office is open from 7:30 P.M. until 9:00 P.M. on the third Tuesday.

Board of Registrars



John W. Day, Chairman; Barbara Doyle, Mary J. McCarthy, Theodora K. Eaton

The Board of Registrars is composed of four members, not more than two of whom may be members of the same political party. The Town Clerk, by virtue of the office, is one of the four members of the Board.

Responsibilities include the registration of voters, maintenance of an up-to-date voting list, compilation of the annual listing of residents, certification of signatures on nomination papers and petitions, the processing of absentee voter applications, administration of elections and recounts, and Town Meeting Member attendance.

Voter turnout for the four elections during Fiscal Year 1990 was as follows:

April 9, 1990 - Annual Town Election - 31.99%
May 15, 1990 - Special Town Election - 55.21%

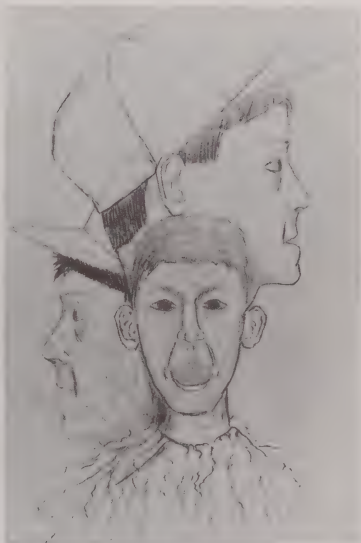
The annual listing of residents was conducted by mail again this year. 80% of the residents responded within the first month. Census follow-up was conducted via telephone and police visitation. A list of dog owners was also compiled in accordance with Massachusetts General Laws.

Upon completion of the local listing, drop notices were sent to all those registered voters who were not reported as living in Needham on January 1st. Those who proved residence were reinstated. As a result of the notices mailed, names of voters who had moved out of Needham were removed from the Voting List. Names were also removed because of death, failure to comply with the notice, and other changes in voting status. Upon completion of the revision, the total number of registered voters was 17,574, as follows:

| Precinct | Democrat | Republican | Unenrolled | Total |
|----------|----------|------------|------------|--------|
| A | 568 | 276 | 848 | 1,692 |
| B | 526 | 331 | 907 | 1,764 |
| C | 537 | 389 | 780 | 1,706 |
| D | 587 | 421 | 780 | 1,788 |
| E | 486 | 434 | 753 | 1,673 |
| F | 641 | 530 | 821 | 1,992 |
| G | 525 | 348 | 813 | 1,686 |
| H | 544 | 357 | 838 | 1,739 |
| I | 597 | 362 | 718 | 1,677 |
| J | 579 | 383 | 895 | 1,857 |
| Total | 5590 | 3831 | 8153 | 17,574 |

Budgetary Data

| | | No. of Employees |
|----------------------|-----------|------------------|
| Personal Services | \$43,192. | |
| Expenses | 13,290. | Full Time 1 |
| Canvassers & Tellers | 6,405. | Part Time 4 |
| Capital Outlay | 895. | |
| Total | \$63,782. | |



Mohammad Sabokrooh, High School, Grade 9

GENERAL GOVERNMENT

Personnel Department



Gary Uhl, Chairman; John McKeon, Marjorie Reid; Charles W. Wyckoff; Kate Fitzpatrick, Personnel Director

Purpose:

The Purpose of the Personnel Department is to assist the Personnel Board in establishing fair and equitable personnel policies for the Town of Needham. The Personnel Department provides technical and human resource assistance to all Town Departments, Boards, and Commissions, as well as to the public. The ultimate goal of the Personnel Department is to help Town Departments fulfill their mandates while at the same time ensuring a hospitable working environment for all employees.

Budgetary Data

| | | No. of Employees |
|-------------------|-------------|---------------------|
| Personal Services | \$50,382.70 | Full-Time 2 |
| Expenses | 25,572.79 | |

FY '90 Highlights

Fiscal year 1990 was a year of transition for the Personnel Department. Operating without a Personnel Director for four months, the Personnel Board stepped in to handle the day-to-day operations of the Department. Highlights of the year included:

- An intensive review of the General Government clerical positions;
- Coordination with other municipal governments to provide low-cost training for managers in layoff situations, and outplacement counseling for laid off employees;
- Initiation of the Town's automated Human Resource Information System which will greatly enhance the management control and information infrastructure of the General Government; and
- Hiring of a new Personnel Director, Ms. Kate Fitzpatrick.

FY '91 Forecast

The Personnel Board is committed to carrying out the mandate of Town Meeting — to oversee personnel administration in Needham. Key items on the agenda for 1991 include:

- Automating the Human Resource Information System;
- Reviewing the position classifications which were not reviewed in fiscal 1990;
- Streamlining and clarifying portions of the Consolidated Personnel By-Law;
- Reviewing and recommending changes to the Town's Benefit package; and
- Fostering communication and cooperation among all Town Departments, Boards and Commissions.

Legal Department



David S. Tobin,
Town Counsel

Purpose:

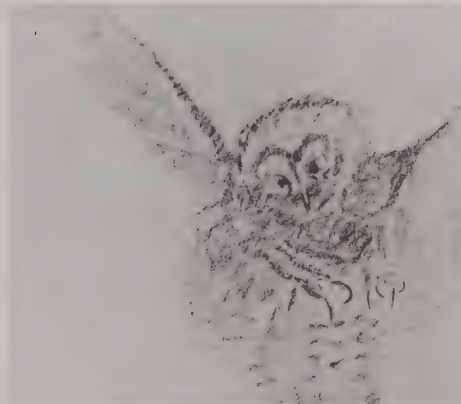
The Legal Department of the Town of Needham provides advice to the Town Departments, attends all sessions of Town Meetings, all Selectmen's Meetings and meets with other boards when requested. The Legal Department drafts or approves all contracts, represents the Town in Courts and before administrative agencies, and assists in the drafting of legislation, by-laws and regulations.

Budgetary Data:

| | | No. of Employees |
|--------------|-------------------|---------------------|
| Salaries | \$41,148.00. | Full-Time |
| Expenses | 4,700. | |
| Special Fees | <u>\$120,000.</u> | |

FY '90 Highlights

During fiscal year 1990, commencing July 1, 1989 and ending June 30, 1990, Town Counsel negotiated, drafted, approved, interpreted, and/or assisted in resolving conflict with respect to more than one hundred contracts for the Board of Selectmen, Glover Memorial Hospital, School Department, Department of Public Works, Finance Department, Park and Recreation Commission, Needham Minibus Planning Board, Board of Health, Fire Department, Police Department, Needham Free Public Library, Council on Aging, Assessors, Conservation Commission, Memorial Park Trustees, Sewer Department and Water Department. Town Counsel also assisted in resolving contract or construction disputes between and among the Town, architects and contractors. Among the contracts Town Counsel worked on were agreements for the purchase and sale of land, for the sub-lease of the Newman School building, for the lease of lands for supply of Needham water to the new Norfolk County Correctional facility, for architectural and construction services, for health plan services, for transportation for school children and the Needham Day Care Programs, the lease purchase of telephone equipment, the hospital roof and several school roofs, for renovations to the Police and Fire Department facilities, for medical services by physicians at the hospital for testing water quality, for asbestos removal at several schools, for the high school renovations, for construction of the Memorial Park track, for removal of hazardous materials, for food service for the hospital, for transportation agreements with the MBTA, for the purchase of a rescue truck and other fire apparatus and for communications equipment and gasoline for the Police Department.



Robert Smith, High School, Grade 9

GENERAL GOVERNMENT

The Legal Department continued to develop manuals and form contracts for the Town's use in public bid contracts, and the New Uniform Procurement Act, G.L. c 30B. The Legal Department advised all Town departments on implementing the new law and revising the general by-laws regarding purchasing.

In court and before various administrative agencies, the Legal Department represented the Town, its boards and/or officers and employees in more than forty-five cases involving zoning appeals and zoning enforcement, enforcement of a right-of-way easement to conservation land, workmen's compensation, retirement and tort claims, contracts and faulty construction, for monies paid by mistake, labor relations, and alleged civil rights violations. In addition, Town Counsel represented Town officials and employees in cases where those persons or public records are subpoenaed for testimony or evidence. Town Counsel represented the Town before the Supreme Judicial Court, the Massachusetts Appeals Court, the Land Court, the Norfolk, Middlesex, and Suffolk Superior Courts and the Dedham District Court, the American Arbitration Association, Appellate Tax Board, Contributory Retirement Appeal Board, Outdoor Advertising Board, and the Division of Labor and Industries. Town Counsel settled or had dismissed several cases before the cases came to trial and filed appellate briefs at the Supreme Judicial Court and Appeals Court.

Among other work, the Legal Department consulted with the Board of Selectmen, Board of Appeals, Planning Board, Board of Health and Building Inspector regarding actions and decisions on various office and residential developments in Needham and other sewer permitting, zoning, planning and building matters, and regarding the acceptance of Town ways. Town Counsel approved all payment bonds, performance bonds, covenants and other related legal documents for those boards. The Legal Department advised the Board of Selectmen on licensing, traffic regulations and sewer fees in relation to the Home Rule Charter and the Massachusetts Water Resource Authority legislation. Town Counsel pursued enforcement of the Sign By-Law at the Outdoor Advertising Board. In addition, Town Counsel reviewed, evaluated and worked with various departments of the Town to settle or assist in settling claims resulting in personal injury or property damage. Town Counsel works as a liaison between the Town and its insurers on any claims defended by the insurance company based on the Town's liability policies.

Town Counsel advised the Board of Health on noise pollution and the Hillside School air pollution. Town Counsel worked with the Decriminalization Committee and department heads to decriminalize violations of the Town's by-laws, and is presently working to recodify the entire General By-Laws of the Town.

The Legal Department advised the Conservation Commission and approved several bonds for the restoration of resource areas in conjunction with the MWRA's Wellesley Sewer Extension Replacement project. Town Counsel also advised the Conservation Commission on the purchase of several parcels of land for conservation purposes and enforcement orders and orders of conditions.

Town Counsel rendered opinions to the Personnel Board on municipal employee conflict of interest issues under the State Ethics Commission regulations, the interpretation and application of the Personnel By-Law and the results of management studies. The Legal Department also represented the Town in labor disputes.

The Legal Department engaged Special Counsel to handle specialized matters for the Town, particularly in the area of collective bargaining and labor relations.

Town Counsel prepared an annual report for Arthur Anderson and Co., the Town's auditors, evaluating all pending claims and litigation. Finally, Town Counsel assisted in the preparation of the Warrant Articles and Motions for the September 1989 Special Town Meeting, the May 1990 Special Town Meeting and the 1990 Annual Town Meeting.

Moderator



Richard P. Melick, Moderator

The 1990 Annual Town Meeting was the most difficult in my experience.

Current restrictive financial constraints upon the Town caused increased and additional thorough examination of each and every expenditure in the budget's hundreds of line items. Thoughtful concern and consideration was given by Town Meeting Members to each and every item. The Town Meeting Members evidenced their concern about the effect of any budget cut, however small, upon departments and ultimately the citizens who enjoy those services. In 1988 the departments were so-called level funded (which meant that they actually had less dollars to spend than the previous year). In 1989 programs were limited and personnel reduced, and in 1990, it was apparent that very severe cuts would be inevitable. The service

departments of fire and police had already been reduced to the status level of forty and twenty years prior. For six evenings the TMM's sought a method of providing more funding for some departments (the library most notably) without causing undue hardships on other departments. This was an excruciating experience because, although many motions were made to amend funds from line item to line item, any movement of funds would help one department while harming a different department. It was apparent that there was no "good" solution, and that whatever decision was made would be an unhappy one.

As the townspeople now know, the effects of the budgetary constraints have resulted in drastic changes of available services. This was the mandate of the citizens who voted "no" on the override referendum. That mandate was accepted by the Town Meeting Members and they met the challenge as best they could.

There are resultant severe restrictions upon town services, but that is a sign of the economic times. It is difficult for all, more so to the retired citizens, living on fixed incomes.

Also in the 1990 Annual Town Meeting, there was consideration of significant changes in the basic manner of managing town personnel matter.

The executive branch (through the Selectmen and Town Government Review Committee) sought to expand its authority and powers to



Michael Torrisi, Pollard Middle School, Grade 8

the exclusion of the legislative branch (through the Personnel Board and the Finance Committee). Dealing with these proposals was an emotional and trying experience for all, and the conclusion was to refer the matter for further study. The subject will be readdressed at a Special Town Meeting in the Fall of 1990.

The residents of Needham can find solace in the attentive and concerned manner in which the Town Meeting Members have addressed serious and far-reaching problems. As in the past, the Town Meeting system continues to function well.

EDUCATION

School Department



John Gamel, Chairman; Jennifer Fainberg, Claire Fusaro, Margaret Murphy, Caroline Murray, David Summergrad, Gerald Wasserman, Frederick Tirrell, Superintendent of Schools

FACTS AND FIGURES

| | |
|-------------------|-------|
| Population Total: | 3,587 |
| Elementary: | 1,799 |
| Middle School: | 798 |
| High School: | 990 |

| | |
|-----------------------------|-------|
| Staff: | |
| Teachers | 199 |
| Specialists: | 69 |
| Administrators: | 26 |
| Pupil:Teacher Ratio: | 18:1 |
| Pupil: Administrator Ratio: | 138:1 |

| | | |
|----------------------------|-----|-------------|
| Students: | | |
| SAT Scores - Class of 1990 | | |
| | NPS | National |
| Verbal: | 467 | 424 |
| Math: | 542 | 476 |
| % Taking: | 90% | Approx. 40% |

| | |
|------------------------------|------|
| Post-Graduate Status: | |
| Four-Year College: | 77.2 |
| Two-Year College: | 11.4 |
| Non-College Education: | 1.9 |
| One Year Work, Then College: | 3.1 |
| Employment: | 4.0 |
| Military: | 2.4 |

| | |
|-------------------|---------------|
| Budget: | |
| Instruction: | \$14,447,150. |
| Plant Operations: | 2,103,748. |
| Other: | 2,353,906. |
| Administration: | 691,135. |
| Capital Outlay: | 420,000. |
| Total: | \$20,015,939. |

BROADMEADOW SCHOOL

The Broadmeadow School, with a population of 283, is sited on twelve acres in the southeast corner of Needham. There are two classes at each grade (1-5) and two sessions of Kindergarten.

A rich language arts curriculum offers all students varied experiences in reading and writing. The adoption of the Silver, Burdett and Ginn reading series has enhanced this curriculum with literature from many fine authors. Mathematics is enriched through the use of manipulative materials.

During the year, the system-wide goal of Global Awareness was explored and experienced in several collaborative projects. Each month, five countries were highlighted in the front lobby of the school. The Kindergarten, Grades 1 and 2 students explored the cultures of several countries culminating with the program, "Children of the World," presented to

the school community. In addition, these children participated in a "Read to Feed" program which raised several hundred dollars to purchase farm animals for Mexican farmers. An after school concert series, "The Cabin Fever Concerts," offered multi-cultural experiences in music and storytelling, while Earth Day and Earth Week were celebrated with classroom programs and projects.

Among this year's staff development opportunities were workshops and lectures offered through the Harvard Principals' Center. Three teachers were awarded a Horace Mann Grant by the State Department of Education to develop "The Home-School Connection," a parent newsletter.

Parent volunteers continue to be an invaluable resource. In addition to classroom assistance, parents work in many areas of the school, including the Media Center. They also assist students with educational programs using computers. Through the P.T.C., many outstanding enrichment programs are brought to the school, including the Manitoak Native American Educational Program, Disabilities Awareness, and the Book Fair.

Looking forward to the 1990/91 school year, we plan to continue a school-wide Global Awareness program, increase environmental education and implement a Computer Writing Center.

JOHN ELIOT SCHOOL

This past year was a very active and productive one at the John Eliot School. There were major strands of emphasis within the curriculum including critical thinking, thematic integration of water and sky, and global awareness.

The Arts flourished throughout the year. Children presented concerts, a holiday musicale, string programs, choral work, artistic exhibitions and attended Boston productions of ballet, opera and musical theatre. The Creative Arts Committee sponsored a variety of special events, including a "A Child's Colonial Harmonie," "Journey into Jazz," and a Literary Festival which brought children's authors and illustrators into the classrooms to share the process of writing and publishing with the students. Pen pals reached all areas of the United States as part of our Geography unit. Smoke Signals, our annual literary publication, featured all of our students' work.

Global awareness and sharing our ethnic backgrounds came alive as we celebrated in May with our "Global Awareness Night."

Ethnic foods, costumes, artifacts and research reports, videos featuring international dances performed by Eliot students, and the primary grades singing and chanting original works composed by Joan Murray, first grade teacher, were the highlights of the evening.

Earth Day activities brought environmental issues to the fore; children cleaned up the grounds and then beautified them with flowering plants, shrubs, and trees. Officer Spurr was our featured speaker at the Earth Day program; he showed us slides of the Alaskan oil spill in Prince William Sound and talked about his work with the Coast Guard in the clean-up process.

Under the leadership of Carolyn Spiros, P.T.C. President, the John Eliot School had a total of one hundred forty-two volunteers who donated inestimable hours during the year. Among the events were the Book Fair, Plant Sale, Art-In, Sock Hop, classroom Networking Fund Raisers, Parents' Morning Coffees, Disability Awareness Program, Junior Great Books Program, Creative Arts Program, Teacher Appreciation Luncheon, Pizza Nights, Family Picnic, Fifth Grade Cookout, Magazine and Giftwrap Sales, Sweatwear Sale, METCO Overnight program, and Volunteer reception. Of major importance was the Goods and Services "Awesome Auction," chaired by Susan Herman, which raised funds to buy new playground equipment.

It was a year of major accomplishment in which the students, staff, and parents worked together for the benefit of all the Eliot community.

HIGH ROCK SCHOOL

For the first time in recent memory, the High Rock School population has reached the 300 mark. Class organization remains the same, with one kindergarten with two sessions, and two classes at each grade level, grades one through five. The reading program has encompassed all areas of language arts, with the "whole language" approach extending beyond first grade to other grade levels. Children experience writing in all areas of the curriculum. In grades four and five, math is grouped according to the level of skill development.

There have been several experiences beyond the regular curriculum this year that bear comment. Our Multicultural Arts Program (M.A.P.) was extended to include a study of the Aztec culture of Mexico and an exchange with the Josiah Quincy School in Boston.

Students from that school came to High Rock to perform traditional dances in celebration of the Chinese New Year. At the end of May, our fifth graders went to the Quincy School to perform a series of vignettes dealing with highlights of American history throughout the 1800's. In addition, Hiroko Tanaka from the Japanese Intern School has been visiting High Rock School for three months. Her stay in the United States will be until January 1991.

Teaching units were developed for all grade levels, and displays were posted. The critical and creative thinking workshops for High Rock staff and children continued this year. Two of the skills emphasized were Discovering Patterns and Predicting Outcomes. Presentations of two other skills (sequencing and cause and effect) were done on a town-wide basis.

Some of the other features of this year at the High Rock School included: parent volunteers teaching the Great Books program in grades two and five; the school adjustment counselors from High Rock and Hillside conducting Families by Choice and the Parents of Pre-teen Survival groups; our providing homework workshops for parents; and the P.T.C. sponsoring and conducting after school enrichment programs.

During the 1990/91 school year, there will be study skills workshops for teachers and the direct teaching of grade-appropriate skills at all levels. Also, a more extensive partnership and exchange with the Josiah Quincy School is in the planning stage, awaiting grant approval.

HILLSIDE SCHOOL

The 1989-90 school year was a very difficult one for the Hillside School and community. To provide opportunity to remediate the environmental and educational disruption caused by the discovery of T.C.E. (Trichloromethylene), the school was closed at the end of January. The students were relocated with their teachers to other classrooms throughout the district. With the completion of the remediation, all moved back to the Hillside school on the last day of school to set a positive tone for the 1990-91 school year.

The actual re-entry into Hillside was accomplished on June 15, 1990 with a great deal of help from the Needham Polaroid Distribution Center. After the arduous work by the Hillside Advisory Committee, it is now time to consider much-needed steps to re-unite the community. A joint parent/staff committee will plan activities to achieve this purpose.

The refinement of the writing process continues to take place. Brainstorming, rough drafts, partner editing, teacher conferencing are all key concepts in the process. Much of the children's work is shared via bulletin boards and booklets.

Mrs. Greene's can recycling project continued to flourish as the Hillside School donated several hundred dollars to the homeless shelter.

Because of certain on-going crises at Hillside, the imaginary trip to Australia was delayed. Plans for this "trip" will continue in the fall, with a tentative date of "departure" set for April 1991.

MITCHELL SCHOOL

Mitchell School is fortunate to have a supportive parent community and a dedicated, professional staff. Together they provide children with exceptional opportunities. The Regions of the United States Program was a highly successful integrated curriculum project that was planned and executed by the teachers with the assistance of numerous parent volunteers. Mathematics, science, the language arts, and social studies were all taught within the context of the geography of the Regions of the United States. The activities included Pen-Pal relationships with children in various parts of the country; lobby displays of artifacts and information from the different regions for the children to explore; the study of the music and art of numerous Native American tribes; and other interesting and exciting educational experiences that emphasize the cultural diversity of our country.

Mitchell School received a grant, for the second year in a row, from the Massachusetts Department of Education to continue the development of school volunteer programs. Mitchell School presently has an active group of parent and senior citizen volunteers who serve children as computer tutors, book discussion group leaders, Media Center Volunteers, classroom tutors, safe arrival phone attendants, and cafeteria monitors. In all, over 170 volunteers donated over 8,000 hours of service to the children of the Mitchell School during the 1989-90 school year.

Our Parent Teacher Council (P.T.C.) is a large and active organization. It offers after school enrichment activities and special weekend events like the Pumpkin Fair and the Valentine Art-In. The P.T.C. also raises money to fund various academic and artistic enrichment programs throughout the school year. This year, the P.T.C. Friendship Exchange Committee brought the families of Mitchell's Needham and Boston students together for a Pot Luck Supper, a trip to the Big Apple Circus, and a picnic at the Franklin Park Zoo.

In the 1990/91 school year, we are looking forward to having a special school-wide poetry program. This program is funded cooperatively with grants from the Mitchell P.T.C. and the Needham Public Schools Staff Development Council. It will include extensive training for the staff in the teaching of poetry and classroom activities and grade level presentations by a poetry teacher-in-residence. We look forward to an exciting year filled with the joys of verse.

POLLARD MIDDLE SCHOOL

The Pollard Middle School experienced an exciting, eventful year during FY '89-90. While student achievement continued at its usual high level as evidenced by statewide achievement tests, students also elevated their awareness of environmental issues to that of responsible action. The recycling of paper — a first in the Needham Public Schools — was researched, implemented, and managed at Pollard throughout the year by students under the supervision of a seventh grade science teacher.

Early in the spring, styrofoam recycling was also implemented in the cafeteria on a voluntary basis. In the third year of our water awareness program, collaborative efforts continued among staff and students to maintain water conservation as an active part of our curricula and our consciences. Earth Day was highlighted at Pollard with Polaroid's donation of 1000 tree seedlings to be planted by the students of Needham. Pollard students bagged each seedling and distributed them to classmates who pledged to take care of them, to the elementary schools, and to other individuals and agencies in Needham. In all, the sensitivity, thoughtfulness, and inventiveness displayed by Pollard students in their pursuit of environmental issues was heartening. By far, the greatest learning mastered by our students this year was the belief that one individual can indeed make a difference.

Expansive and integrated learning experiences happen only with a knowledgeable, involved, and dedicated professional staff. The Pollard staff as a whole is exemplary in their continuing commitment to their own professional development both individually and collectively. Their efforts to make educational experiences for our students more relevant and reality-based produced an extensive number of interdisciplinary projects which were well designed, comprehensive, challenging, and interesting. Maximizing Student Performance was the unifying theme of staff development experiences designed by the staff to help them enhance the skills needed to provide such a rich and effective learning environment. A definite partner in the success of our middle school is our exceptionally supportive and cooperative parent community. The volunteerism and involvement of our parents is unusually high for a middle school or junior high and continues to grow each year. An excellent example of this partnership was demonstrated through the collaborative effort of staff and parents in completing a comprehensive evaluation of the middle school this year. Extensive recommendations were made in the areas of curriculum, student recognition and sense of community, organizational structure, scheduling and teaming, and parent/home communications. With the dedication, strong professionalism, and enthusiasm demonstrated by staff and parents working together, Pollard continues to enhance its reputation as an exceptionally responsive and effective educational arena for adolescent students.

NEEDHAM HIGH SCHOOL

Needham High School is a four year comprehensive high school with a student population of 1,000. As a comprehensive high school, a full program in the basic academic areas of English, math, science, social studies, and foreign language is offered to all students. These subjects are augmented by courses in the fine arts (art and music), technology, business, and a special education program under Chapter 766. There are also internship and work study programs available to students for graduation credit.

EDUCATION

In January, approximately 16 classrooms, grades 1-4 from Hillside School, were relocated at the high school. While this was certainly an emergency hardship on many, there were some positive outcomes. For example, a high school buddy program was instituted through high school students who volunteered to assist Hillside teachers and students in their adjustment to Needham High School. Over 200 high school students volunteered. In addition, some classes and programs, such as the teacher cadet program, were able to work directly with Hillside students. In spite of the difficulties, the sharing of school facilities was both successful and rewarding.

Personalized Learning Center. Designed to help students on both short and long term bases, the Personalized Learning Center has repeatedly proven its effectiveness as both a drop out prevention program and a skills development program over the past two years. Using a combination of individual assistance, peer tutoring and computer assisted instruction, the Personalized Learning Center enables students to acquire both skills and confidence in all academic areas.

Grade Level Organization. In September 1989, Needham High School initiated a different administrative organization. The organization grouped students by grade level with a guidance counselor for each grade level. Each Assistant Principal was responsible for supervising two grade levels. Teachers were also grouped by grade level and met monthly to discuss common curriculum concerns and individual student's progress. The grade level organization has been praised by teachers and parents for its increased efficiency and responsiveness to students. It was the model for the new middle school house plan.

Earth Week. Under the coordination of Student Government Council, Needham High School celebrated Earth Week, April 23-27. Over 800 students and staff signed pledges to share in the protection of our environment. Friday, April 27, culminated the observance with a variety of activities that included: planting of ten trees; making of quilts to be donated to homeless families; initiating a paper and styrofoam recycling project; and observing a performance by a local rock band in the cafeteria during lunch.

Art Department

Many positive events and occurrences were part of this year in the Art Department.

- Eighteen hundred "Pumpkin" drawings were produced by elementary pupils in early October for a townwide Fall Festival sponsored by the Needham Business Association. Twenty-four were chosen for display by the NBA as part of the festival.
- In December, the high school Art 3 and Portfolio class conducted a food drive for needy children in the "Failure to Thrive Clinic" at Boston City Hospital. Posters, organization, and collection were a part of this successful month-long effort called "Needham Art Students Against Hunger."

- Once again, Needham art students did very well in the annual Globe/Scholastics Art Awards competition, where one Blue Ribbon, five Gold Keys, and three Honorable Mentions were awarded to Needham entries.
- A competition for designing a logo for the METCO Program was held in March in the art departments of METCO communities. One design was judged the winner and five were given honorable mentions. All six winners were entries of students at Needham High School.
- In March, the Art Department co-hosted the visit of Rosemary Chin, an elementary art teacher from the International School at Kuala Lumpur.
- In May, the 11th annual Festival of the Arts was held at Newman. This event, cooperatively run by the Art and Music Departments, featured over 300 pieces of student artwork on display along with a number of musical performances.
- Also in May, the Gallery in the high school Art Department hosted an exhibit of five professional photographers titled "Un-Seen" and focused on the plight of the people in Guatemala.
- Fifth grade students prepared artwork on the theme, "People Helping People" in conjunction with the Needham Exchange Club's annual sponsorship of the 4th of July celebration. These pictures will be on display during the celebration.

Career Education Department

The Career Education Department has three components: Business, Technology and Early Childhood. The Business Program provides opportunities for students who pursue a two- or four-year college course, employment directly upon graduation, or a course for self-improvement and personal use. The Technology Program gives students opportunities for technical education and enrichment. Students planning to continue their education in technical or engineering schools receive both a practical and theoretical foundation for that purpose. The Early Childhood Program encompasses child development theories and field experience in local nursery schools.

To enable Needham students to reach their greatest potential, the following opportunities are available to them:

- Keyboarding will be offered as an eighth grade elective at the Pollard Middle School commencing in the Fall of 1990.
- All students are encouraged to take advantage of the experiential component of the core curriculum: an internship or volunteer activity. Students currently participate in internship opportunities available through The Education Cooperative (TEC) and through the Career Education Department. There continues to be increased participation in volunteer activities such as the Community Council; Polaroid Blood Bank;

the Art Department's food drive for Boston City Hospital's Failure to Thrive Clinic; and the "Buddy System" arranged for the Hillside students at the High School.

- The Teacher Cadet Program provides an opportunity for Needham students to team with a master teacher in the Needham schools. The Hillside move to the High School enabled more students to participate in this exciting program.
- The "HAVE A LUNCH WITH . . ." Program, initiated by Mary Ann Dolan, continues to have Needham residents participate and share career thoughts with students. This year's guests included: Social Worker Bonnie Phillips; Architect David Gerber; Principal Miriam Kronish; and a METCO luncheon at Polaroid and a reciprocal luncheon at Needham High School.
- Off-campus activities such as the Bentley Spotlight Program, Business Week at Bentley and the Needham-Newton Chamber of Commerce Business-Education Expo provide career exploration opportunities as do field trips. Field trips this year included the Newton Marriott Hotel, Polaroid Corporation, GTE Laboratories, Muzi Ford Motors, Drimney, Rosane & Anderson Architects, Children's Museum, Children's Hospital, the Boston Globe, and Channel 5.

English Department

The major focus in the English Department this past year has been on evaluating the English curriculum. A committee consisting of 13 people, including two parents, a representative from the Media Department, a high school assistant principal, a number of teachers from the high school, middle school and elementary levels met on several occasions to discuss the needs of the English program. They focused on areas such as testing, K-12 curriculum, especially composition, and individual courses.

We continue to encourage the development of "Teaching Experts" in the department. For example, Ed Fitzgerald has developed a number of computer activities and programs in the writing center. Steve Shugrue is our resident drama person. Marshall Finn and George Putnam have been to a number of workshops on cooperative learning and share their expertise with other teachers.

Testing. In general, the achievement of Needham students, as reflected by test results, was outstanding. The Advanced Placement test scores in English literature and composition continue at a remarkably high level. In 1989, seven Needham High School students out of 25 achieved the highest score (5). **This was the greatest number of students at that level in 21 years.** In addition, 22 of 25 students achieved a grade of 3 or higher; thus qualifying for advanced standing in college. The mean grade for those students taking the English test was 3.6 — the same as in 1988 and .3 higher than 1987. **The score of 464 on the SAT Verbal was the highest in at least 13 years, while the English Composition achievement score was the second highest in at least 13 years.**

As usual, Needham students at grades 3, 6 and 9 did extremely well overall on the basic skills test in writing. What is particularly impressive is the comparison of Needham's score to the KOC (similar communities) score. **Needham's is consistently higher.**

Claire Greene will begin developing our Portfolio Assessment. In this way, the development of curriculum becomes a team approach and the improvement of teaching is enhanced by the knowledge that there are expert resources in the department.

Staff Highlights: The Hilltopper placed in the American Scholastic Press Association for the third year in a row, receiving a second place award overall in its division. Three of Mr. Medvin's students had poems published in various publications, including *Merlin's Pen* and *Twenty-First Century*. Jackie Bloom received a grant from Harvard University for additional graduate study. Bethany Nichols helped design a summer school course that was offered in Prague this summer. Margaret Mallory has published her photographs in a children's book entitled *Sterling*. Once again, the Needham High School English Department is proud to announce that it has a National Council of Teachers Award winner — Maria McMorran. Ellen Burke published an article in the *English Journal* entitled "A Year in Germany — a Sabbatical Dream." Marshall Finn coached the Academic Decathlon Team to a position of State Finalist, and he also coached the Academic Bowl Team to a National Finalist position and escorted the team to Houston, Texas for the finals. Steve Shugrue conducted a workshop for English teachers in physical expression. Lee Allen conducted a workshop on Creative Problem Solving for Department Heads for NESDEC. In addition, he presented a three part in-service program to the Lynnfield Public Schools on creativity and a three part course on critical and creative thinking to the secondary teachers in Danvers.

Foreign Language Department

The Foreign Language Department at the high school is completing its first year housed together on the third floor of A building. This closeness has resulted in an improved sense of departmental unity because it allowed the teachers to share ideas, resources and materials and to relax together in a common teacher's room. Although the loss of the language lab aide resulted in a slight decrease of time spent in the lab, it prompted the teachers to become more proficient in its use. The highlights of the 1989-90 year are as follows:

- Betty Athanasoulas was named Massachusetts Spanish Teacher of the year by the Foreign Language Association.
- Of the 102 students who took the National Latin Exam, 73 received awards. Of the 28 students who achieved a perfect score nationally in the Introduction to Latin exam, 5 were from Needham. We also had one perfect score in the Latin I exam.
- Two of our students placed first in the state in the Spanish 5 National Spanish Exam.

- Two of our students received year-long scholarships from the U.S. Congress-Bundestag Youth Exchange Program and will spend the next school year studying in Germany.
- The Spanish I Basic course proved to be successful and both its teachers were guest speakers at the South Shore Foreign Language Administrators Meeting in April.
- The Foreign Language Survey was completed and piloted in May. After some minor revisions, it will be administered next year to every student studying a foreign language.
- The Connecticut Assessment of Educational Progress in Foreign Languages was piloted in June and a decision will be made in the fall about whether or not to incorporate it as a standard evaluative measure for the department beginning next year.

Mathematics Department

The Needham Mathematics Department has made many changes in the areas of curriculum, course offerings at the high school, criteria testing, prerequisites, and the updating of the computer lab. There has been a major move to focus on a significant common core of mathematics for all students.

Students continue to achieve above the state and national areas in mathematics. There were twenty-seven students who took the advanced placement calculus exams and all passed with a score of 3 or higher. Needham students in the PSAT's and SAT's scored significantly higher than the national, New England and Massachusetts averages. What is impressive is that 91% of 1989 Needham graduates took the SAT. Mohammed Asmal, Neil Laurie, and Harry Stern were finalists (top 1%) in a national acturaries mathematics exam.

David Sveden will serve an internship at Polaroid for the 1990-1991 school year. Laurie Levin and Mariella Allard served as Mathematics Elementary Curriculum Facilitators as Needham starts to revamp the mathematics curriculum. Under the direction of Dr. Rose Feinberg, new math kits were developed for several of the elementary grades.

There will be many changes in the mathematics department in the years to come, as we chart a general course for the future in light of the National Council of Teachers Report STANDARDS (May, 1989). "The National spotlight is turning on mathematics as we appreciate its central role in the economic growth of this country. . . it must become a pump instead of a filter in the pipeline." — Everybody Counts, A Report to the Nation on the Future of Mathematics Education.

Media Department

This year, the Media Department concentrated on extending the delivery and support system for the curriculum. Some of the activities in which the department engaged were:

- A redesign of the K-12 media skills program and an extension to include computer experiences.

- Computerization of the collection of media resources housed at the Media Resource Center. This system links material and specific areas of studies within the curriculum.
- Completion of the program to place a computer in each elementary classroom. This move makes it possible to use the computer as an integral part of the classroom learning process. Computer labs were also developed for the Mathematics Department use and a Writing Lab in the English area.
- Creation of "on line" data information systems at the Middle and High Schools. This computer/telephone system provides students and teachers access to data banks of material to be included in their research studies.
- Development and distribution of an elementary school summer reading book list. Copies of the list were distributed to each child K-5. This is the twelfth year of publication. Students are given the option of selecting books from this list for the entire summer to extend their reading enjoyment.
- Overall, the department concentrated on the integration of media and the curriculum, especially in the areas of environmental studies and global education. A number of programs including demonstrations, displays, bibliographies, and book talks have been offered.
- Needham was selected by Continental Cable TV as a pilot site for their "Television in the Classroom" program. The school system has received material and support for integrating television into various areas of the curriculum.



Logo Design Winner: Heather Scranton

METCO Program

The Needham/METCO host family program in the elementary schools has evolved into active committees co-chaired by both Needham and Boston parents. Activities offered this year to the students and their families include meetings to brainstorm the expectations on the part of the Needham and Boston families, potluck suppers, a pancake breakfast, an overnight, and a picnic at Franklin Park Zoo in Boston.

The METCO Advisory Council has become reactivated with monthly meetings alternating between Needham and Boston. A two-part survey was conducted to assess the expectations and perceptions about the METCO program. The first part was distributed to parents; the second part to the high school students.

EDUCATION

The results were tabulated by the committee and recommendations were submitted for consideration for the next school year.

METCO high school students benefited directly from Project Bridge, the Needham school system's affiliation with Polaroid. Three of the students participated in the affirmative action committee meetings and the field trip to Inner City, Inc., a Polaroid subsidized training site for minorities. Most of the METCO students at Needham High School attended a luncheon with the minority professionals at Polaroid and reciprocated the invitation with a day at the high school which included a tour of the facility, lunch, attendance at classes and a discussion group focused on the topic, "Polaroid/Needham (METCO) Present and Future."

As a member of the Eastern Massachusetts Initiative (EMI), the Needham Public Schools are addressing the academic achievement and intellectual development of METCO students. The goal of EMI is to close the performance and achievement gap between METCO and resident students by utilizing the Efficacy approach to intellectual development. Six sixth grade teachers and the METCO counselor completed the training; the Assistant Superintendent, Principal of the High Rock School, one METCO classroom aide, and the METCO Director completed the two day seminar. The sixth grade teachers will be working on the development of Efficacy curriculum to be used during the next school year.

All of the Needham students were invited to participate in the contest to design a METCO logo to be used at the Sixth Annual METCO Directors Conference entitled, "The African-American Child in the Suburban Setting: Strategies for Success." Heather Scranton, Needham High School, won the competition with her idea of a student in a cap and gown, signifying the completion of an education.

Music Department

During the 1989-90 school year, the Music Department received distinguished recognitions for excellence in musical performance. The Pollard Select Choirs, directed by Faith Lueth, were chosen to present a demonstration workshop at the national convention in Washington, D.C. in March for the Music Educators National Conference. Ours was the only middle school selected to perform at the convention. The session was videotaped for national distribution.

The High School Jazz Band and Wind Ensemble participated in a Heritage Music Festival in Washington, D.C. in May. Based on a national rating system, the Jazz Band received a gold award and the Wind Ensemble received a silver award. Both ensembles are directed by Mark Hickey.

The Needham Town Orchestra, directed by Karen Wood, performed on the grand staircase of the Boston State House in May. The group received a special citation from the Massachusetts House of Representatives.

In curriculum, the Music Department continued to demonstrate its strong program. The musical performing groups have implemented the systemwide goal of global education through concert programming of music representative of a wide diversity of cultures, including Hebrew, Italian, German, Latin, French, Japanese, Irish, Indian, Czechoslovakian, and Russian, as well as English in the unique styles of Nova Scotia folk music, the Black American spiritual, and the English art song. Instrumental groups have performed music representative of native Americans, Norway, Spain, Mexico, Russia, Israel, France, and American jazz forms.

Throughout this year, the music faculty has been experimenting with a variety of procedures for accessing the music curriculum in the performing groups. The assessment activities have included total group performance as well as individual student performance. In most instances, either audio or video tapes of concerts were used to prompt student assessment of a group's performance. In each performing group, the students were actively involved in the assessment process. Students were asked to write their assessments individually, focusing both on the performance of the group and on their own individual growth in relation to the musical concepts addressed in the repertoire literature.

Musical groups throughout the school system have performed for community and professional organizations, including a local nursing home, the Criminal Justice Academy, the Needham Memorial Day Parade, Town Meeting, Rotary Club, local church organizations, and the state Music Educators Convention. Our yearly concert schedule includes several concerts for the community of each school. These concerts were published in our first Music Department Concert Calendar, a tradition we intend to continue.

Physical Education/Athletics Department

The Needham Physical Education staff continues to serve in leadership roles for the Commonwealth of Massachusetts. This year, Steve Kramer, Judy Radley, Marci Gilbert and Nancy O'Neil presented sessions at the MAHPERD (Massachusetts Association of Health, Physical Education, Recreation and Dance) State Conference. Nancy O'Neil has been elected President of MAHPERD for 1990/91. Steve Kramer was recognized as a Channel 5 Class Act in December and Judy Radley received the CTAPE (City and Town Administrators of Physical Education) Teacher Recognition Award. This award was presented to only two recipients in our state.

The second annual PEP (Physical Education Plus) Day was conducted on October 22, 1989 at Ridge Hill. Over 400 elementary children and their families enjoyed a day of fun and fitness. The Elementary Folk Dance Festival of March 28, 1990 involved over 100 participants for an evening of cultural dance. The elementary staff, under the direction of Steve Kramer, has focused on bicycle safety. In an effort to encourage

students to wear a helmet, Mr. Kramer met with P.T.C. Presidents to share information and arranged for purchasing of helmets.

Some of the Needham High School athletic teams experienced great success. Girls' soccer, boys' soccer, golf and girls' indoor track achieved Bay State League championships in 1989/90. Along with these championship teams, field hockey, ice hockey, girls' lacrosse, girls' tennis and boys' tennis all qualified for post season play.

The new Memorial Park track was completed in the summer of 1989. For the first time in two years, Needham was able to host home track meets. The Bay State League schools were so impressed by the quality of the track that it was selected as the site for the Girls' Conference Meet.

Reading Department

The major focus this year was on the successful implementation of the new Silver, Burdett and Ginn (1989) reading series as the core text for grades 1-5. A comprehensive survey of elementary teachers in March 1990 gave important data about positive aspects of the program and areas which need further attention. The text selections, direct instruction strategies, comprehension and thinking skills development received high ratings. Responses also indicated the program's support of integrating curriculum and greater use of literature.

Our Communication Studies programs model for grade 7 and 8 students have continued to gain in popularity. The Department of Education has requested a description of the program and has invited Nancy Fischer, Communications Studies teacher, to do a presentation in Fall of 1990.

The Reading Curriculum Committee has completed its first year of study in the three-year curriculum revision cycle. As a result of this process, the committee in year two will focus on: additional ways to connect reading with all areas of learning, study skills starting in the elementary grades, parent communication, and strategies for effective instruction for readers using flexible grouping.

System-Wide Goals. "Educating Students for Worldwide Citizenship": At the elementary level, many classroom teachers developed programs, activities and projects related to cultural understanding, environmental issues, and global education. The Reading Specialists supported these efforts through their own participation, by providing resources, and by creating related reading/writing activities. An effort has also been made to add literature titles and resources related to the goal to the Reading Center as resources for teachers.

Testing

- Basic Skills Test: Results in Reading in grades 3 - 97%; grade 6 - 94%; grade 9 - 97%. In all cases, this was even higher than similar communities.

- **STEP Test:** Results in Reading and Vocabulary in grades four and five were similar to averages for 1986-1989. The scores are dramatically higher for Needham when compared to national norms.

Science Department

During the 1989-90 school year, the Science Center provided a number of unusual science experiences in addition to the day-to-day program. Not only did the Center prepare and present two large group programs, "Best of the Science Center" and "Whales," but they also presented a mini-course entitled "Mystery? Marvel? Myth? or Science?" for teachers to discuss pseudo-science and fringe science topics such as U.F.O.'s, Loch Ness Monsters, E.S.P., Crystal Power, and Channeling. Among the special lobby displays and exhibits, the Science Center also created several new exhibits, including "Alaska Sea Otters and the Oil Spill" (actual specimen of the sea otter from the Alaskan oil spill), "Bicycle Generator" (bicycle pedalling to produce electricity running a television), "Sabre-Tooth Cat" (model of a Sabre-Tooth Cat skull, lion, bobcat, and a house cat) and "Insects and Spiders" (featuring a five foot tarantula and wasp, insect sounds, and other specimens).

For the second year, the Science Center worked with the National Science Foundation to develop a poster of science activities in celebration of National Science and Technology week. Over a million copies of the poster were distributed by mail through the National Science Foundation in addition to being featured in two magazines, *Science and Children* and *Learning Magazine*.

In the middle school, Peter Howell's class participated in a field test in the use of "Fast Plants," a botany unit growing Brassica plants which complete one life cycle in ten weeks. The results of this program will be incorporated into a doctoral thesis by a graduate student at Simmons College.

The Needham High School Science Team, under the direction of Walter Kochanek, placed ninth in the state in the Fourth Annual Massachusetts State Science Olympiad. The seminar "Options - Women in Science and Math" was continued through its second year by Bob Evers and Judy Waldron. This voluntary weekly program for twenty high school girls includes projects in electronics, robotics and computers and features seminars led by women scientists and field trips to high tech companies.

Finally, Needham continued its participation in Project Bridge with Renee LaFontaine participating in the Teacher Internship Program at Polaroid Corporation, during which she served as a quality engineer in the film division while Judy Waldron worked with Polaroid Corporation as a Project Bridge administrator, coordinating all phases of the Teacher Internship Program including recruiting, interviewing and selecting qualified teachers. In addition, Judy also helped coordinate the school business partnership program this year between Needham Public Schools and Needham Polaroid Distribution Center.

Social Studies Department

In the school year 1989-90, Social Studies education was busy and purposeful. At the elementary schools, global education was an underlying theme that effectively augmented our curriculum. Our middle school program, again this year, offered cultural arts experiences to their students. At the high school, economics classes working with Junior Achievement created their own business, marketed products, and developed annual reports for their stockholders.

The highlights of the 1989-90 year are as follows:

At the Middle School:

- Mrs. Longacre, Ms. Peters, and Mr. Curtin developed cultural arts programs at Pollard. "Passport to Japan" Day is just one example of these well-planned activities. In addition, grade eight teachers Mr. Kazarian, Mr. Rogan, and Ms. Ungethuen began preparing for a new grade eight curriculum, a geographical and cultural study of the Americas.

At the High School:

- Psychology/Sociology teachers, Mrs. Dolan and Dr. Holt, offered again this year Career Day, Job Shadowing, AIDS Awareness, Senior Citizens Week, Drug and Alcohol Education, and College Awareness, Senior Citizens Week, Drug and Alcohol Education, and College Awareness programs. In addition,
- The Needham High School Mock Trial Team were Norfolk County Champions. The team went on to the Massachusetts State Semi-finals, while ten Needham High School students performed admirably at the Harvard Model Congress.

In a combined effort:

- Mr. Gordon Lind (Needham High School) and Rosemarie Greene and Sharon Lenahan (Hillside) developed a unique program on Colonial America for grades four and ten students in which the high school students role-played colonists for the Hillside students during a field trip to "Colonial Boston."

Adult and Continuing Education Program

During the 1989-90 school year, the Needham Adult and Continuing Education Program introduced more than three thousand adults to a wide variety of activities and experiences in areas including: academics, physical fitness and betterment, high technology, business, and applied arts. Participants explored Italian art, developed competencies using the MacIntosh computer, learned sign language, and practiced exercises to ease back pain. Another important component of the Adult and Continuing Education Program is the driver training program for those interested in receiving driving instruction in classroom and behind the wheel settings. The Director of Adult and Continuing Education regularly evaluates the effectiveness of programming and encourages participants to contact the Adult Education office and share

their observations and suggestions. In May, Dedham Auto School, a small, family-owned business, began providing instruction for Needham students through a contract set up with Needham Public Schools. This program for those 15 years, 9 months of age and older will continue during the 1990-91 academic year.

Elementary Summer School

More than one hundred students will participate in the five week, morning program. Courses include Art Studio, Computers, French, Science Experiences and Experiments, All Aboard for Grade One, and Supportive Reading, Writing, and Math. Most of the teachers on the staff are regular classroom teachers during the school year, who strongly believe that the summer offers a time for many educational experiences.

During the summer program, students in all classes will be exposed to a variety of activities and experiences. Due to the low student-teacher ratio (generally eight students to one teacher), many lessons are introduced in novel and unique ways. In Art Studio, the eight to ten year olds in the program take black-and-white photographs and then develop them in a darkroom setting. Students in Science create structures with cuisenaire rods. As part of the Computer course, students will publish novels that they write and illustrate on the computer. Students learn how to participate in conversations in French while developing personal French dictionaries. Children in the All Aboard for Grade One program will be exposed to many stimulating activities which will, hopefully, prepare them for full day Grade One classes. A large number of Supportive Reading, Writing, and Math students will participate in classes designed to review what the students had done during the last school year and introduce new, important concepts for the upcoming academic year.

Future School Needs Committee

Purpose

The Future School Needs Committee was established by Article 62 of the annual Town Meeting of 1950 and was last continued by Article 40 of the annual Town Meeting of 1990. The Committee acts in an advisory capacity to Town Meeting by formulating decisions affecting the Needham Public Schools. The Future School Needs Committee projects future enrollments and works with various other town committees as well as with appointed subcommittees of the School Committee.

EDUCATION

FY 1990

Enrollment projections still show continued increases at the elementary level while the high school population continues to decrease. The birth rate hovers around 300 to 325 which allows for class size projections to continue to be at that level, however, a difference of 25 births means the possibility of adding or subtracting a classroom for the class grade.

The on-going energy plan under the Capital Outlay line item still reflects energy savings. Items include new boilers, roofs, windows, lighting and insulation. Costs for contractual services dropped enough to include underground fuel tank testing and replacement of the underground fuel tanks at the high school. Many of the high school energy items were to be done during the renovation project, however, the lack of state reimbursement and increased asbestos removal costs caused a reduction in scope. The energy reduction this year, 19,771,000,000 BTU's allowing for a cost avoidance of \$127,220 compared to that of 1976. We hope these continued savings can carry our efforts forward even though the capital budget line item was reduced to zero this year.

This year a good deal of committee time was spent with the School Committee determining the long range goals for Needham School facilities to meet future demands in education.

Currently a committee is working with an architect to develop construction plans for the existing facilities in order to make them compatible with proposed future goals.

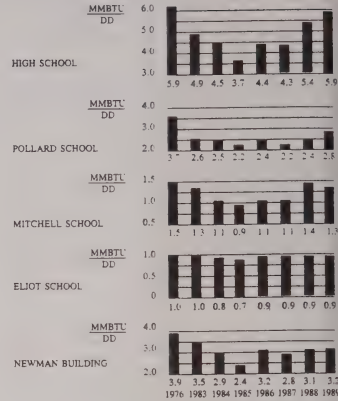
FY 1991 Projections

Our efforts will continue to be spent evaluating the future structuring of class grades in our buildings. Alternatives range from having all kindergartens in one building to have six (6) secondary schools with K-8 retaining the neighborhood school concept. All school buildings should be sized to allow at least two classes for each grade level contained within the building. These plans include introducing the Newman building back as a school for Needham children. This committee will continue to evaluate school facility use with future educational needs.

ENROLLMENT PROJECTIONS

| Grade | 1989 Proj./Actual | 90 | 91 | 92 | 93 | 94 | 95 | 96 | 97 | 98 |
|-------|----------------------|------|------|------|------|------|------|------|------|------|
| K | 267 366 | 325 | 345 | 298 | 344 | 331 | 331 | 331 | 331 | 331 |
| 1-5 | 1532 1521 | 1518 | 1559 | 1631 | 1631 | 1681 | 1747 | 1751 | 1736 | 1768 |
| 6-8 | 798 795 | 801 | 837 | 851 | 867 | 877 | 865 | 895 | 942 | 968 |
| 9-12 | 990 1023 | 971 | 940 | 926 | 957 | 967 | 988 | 1017 | 1031 | 1011 |
| Total | 3587 3702 | 3615 | 3681 | 3706 | 3799 | 3856 | 3931 | 3994 | 4040 | 4078 |

ENERGY USE/FACILITY



PUBLIC SAFETY

Police Department



William G. Slowe, Police Chief

Purpose:

The purpose of any police department is to provide safety and security. This is achieved by many and varied means: Prevention of criminal activity, apprehension of offenders, recovery of property, regulation of non-criminal conduct and performance of miscellaneous services. Fiscal year 1990 was another busy year. The department logged over 10,000 reported incidents.

Budgetary Data

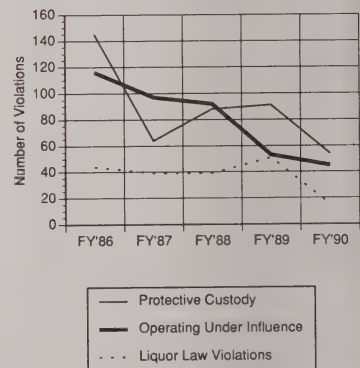
| | FY'87 | FY'88 | FY'89 | FY'90 |
|---------------|-------------|-------------|-------------|-------------|
| Salaries | \$1,915,199 | \$2,089,595 | \$2,190,143 | \$2,279,243 |
| Expenses | 189,031 | 223,368 | 214,003 | 192,337 |
| Capital Items | 60,565 | 74,812 | 70,575 | 93,900 |
| Total | \$2,164,795 | \$2,387,775 | \$2,474,721 | \$2,565,480 |
| Employees | FY'87 | FY'88 | FY'89 | FY'90 |
| Full Time | 58 | 58 | 58 | 58 |
| Part Time | 13 | 13 | 14 | 16 |
| Total | 71 | 71 | 72 | 74 |

FY '90 Highlights

This year we were located in temporary headquarters at the Newman Middle School while our permanent station was being renovated. Although this was certainly far from ideal, it worked out very well, both for the public and the police. In spite of being in temporary

quarters, the members of the department performed very well.

Alcohol Related Violations

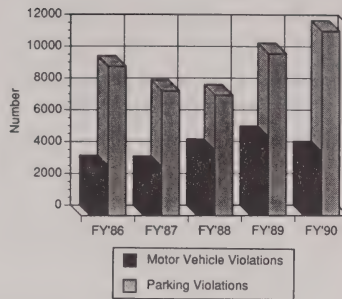


Several major narcotics investigations were conducted and successfully prosecuted. The parking enforcement attendants have been working since March and are both very productive. Overall, the occurrence of major incidents rose slightly this year.

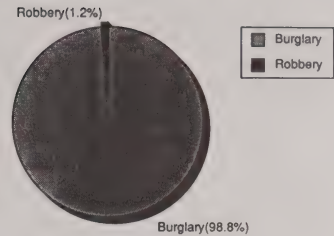
FY '91 Forecast:

The coming of the new fiscal year will see the department facing a "Good News, Bad News" situation. The "Good News" will be that we will move back to our newly renovated station. The "Bad News" will be the lay off of 5 police officers and the reduction of 4 traffic supervisors. The budget cuts were a shock to all of us. However, through a concerted effort of all members of the department, we plan to provide the best possible coverage and adequate safety to all people and property in the town.

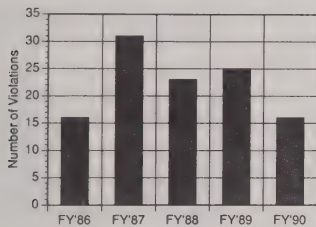
Tickets Issued



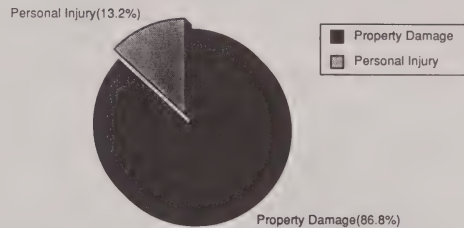
Total Alarms - 2284



Drug Law Violations



Total Automobile Accidents - 816



Fire Department



Robert A. DiPoli, Fire Chief

FY90 Summary of Incidents

| | |
|-------------------------|--------------|
| Fires | 143 |
| Emergency Medical Calls | 1,004 |
| Overpressure Rupture | 7 |
| False Calls | 430 |
| Hazardous Conditions | 125 |
| Service Calls | 223 |
| Good Intent Calls | 65 |
| Miscellaneous Calls | 2 |
| Total | 1,999 |

*Good Intent Calls are those which assist citizens in a non-fire related situation (i.e., smoke scare, steam, other gas mistaken for smoke, etc.)

Fire Alarm Responses 1,438

In addition, there were numerous Fire Prevention and Public Information Calls.

The cost of fire protection and emergency medical service provided by the Fire Department averaged \$113. per year, per person for FY90.

Overview

There are many "bureaus" or "divisions" which comprise the fire department, and though each possesses its own area of expertise and responsibility, they work collectively for the good of the residents of the community.

FY90 Highlights

- Due to budgetary constraints the department was forced to reduce manpower through attrition.
- The department continued to operate both fire stations out of trailers while renovations took place.
- The town purchased a new 1989 Emergency One 1500 gallon pumper which is housed at Station 2.
- The Metropolitan Hazardous Regional Response Team was trained and is operational. The team is comprised of approximately 30 specially trained fire suppression personnel from various departments within District 13.

Mission Statement

To provide emergency and non-emergency fire services as well as emergency medical services necessary to protect and preserve life and property in the community.

Budgetary Data

| | |
|--------------|---------------------|
| Personnel | \$2,997,812. |
| Expenses | 202,601. |
| Capital | 39,674. |
| Total | \$3,240,087. |

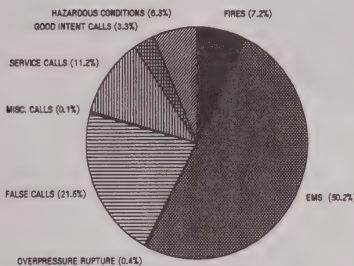
No. of Employees

Full Time 73

PUBLIC SAFETY

- A vehicle, which is housed at the Somerville Fire Department, is equipped with firefighter's special protective clothing and gear; needed equipment, tools, containers, reference materials and communications equipment.
- On June 20, 1990, the Executive Planning Committee, a sub-committee formed under the Town of Needham Local Emergency Planning Committee (LEPC) conducted a disaster drill. The objective of this drill was to test the capabilities of the town's emergency response system to respond to a major chemical accident. Specifically, establishing an incident command post and an emergency operations center; coordinating the activities of all agencies involved and dispatching necessary personnel; establishing a safe perimeter and evacuating all affected citizens; providing emergency shelter and medical care for the injured. The following town departments participated in the drill: Board of Selectmen, Fire Department, Board of Health, Civil Defense, Police Department, Glover Memorial Hospital, and, the Public Works Department.

FY90 SUMMARY OF INCIDENTS



- Several of our members attended the National Fire Academy and received training in hazardous materials, fire ground command, first line supervisor training, and executive development.
- Training of senior officers began on the Incident Command System (ICS). The ICS establishes procedures and protocols to be followed during fireground and emergency operations. The program stresses the delegation of incident commander tasks to subordinates which results in better management of resources during an emergency incident.
- As part of an education experience at the National Fire Academy, one of our officers, who is a Massachusetts certified fire service instructor, developed a 20 hour course curriculum for training on the implementation of large diameter (4 inch) hose. The course has been approved by the National Fire Academy and we hope to begin training in early FY91.

- The Fire Inspection Bureau issued 825 permits and collected \$10,277. in revenue.
- The Fire Inspection Bureau continued to work on the installation of smoke detectors and the monitoring of all underground storage tanks. Over 463 homes were inspected for smoke detectors and 27 underground tanks were either removed, upgraded or increased in storage size.
- Thirty-six (36) tank trucks, used for the transportation of Class A or B flammable liquids were inspected and issued an approval decal, permitting them to transport flammables.
- Firefighters, along with Sparky, visited all of the elementary schools during Fire Prevention Week.
- The Fire Prevention Bureau conducted several seminars on the use of the fire extinguisher as well as on other fire safety topics at: Glover Memorial Hospital; Hamilton House Nursing Home; G.T.E. Sylvania Electronics; and the Charles River Workshop.
- The Fire Department continues to provide ambulance service to the community. In addition, we continue to provide Advanced Life Support (ALS) Services through a program sponsored by Leonard Morse Hospital in Natick.
- The department's specially trained team of EMT's continues to become more important each year. In FY90 there were 1,004 EMT responses and \$82,788 was collected from individuals who utilized its service.
- The Fire Alarm division responded to 1438 calls for assistance and collected \$43,000 in revenue.
- A radio repeater system with two satellite receivers; one at North Hill and one at Birds Hill were installed to improve radio communications.

Future Forecast

- Due to the lack of local aid and the defeat of Proposition 2½ override in May 1990, the department will be forced to reduce manpower as of July 1, 1990.
- After six years of planning and one and one half years of working/living out of trailers, the department is eagerly looking forward to moving into its renovated headquarters in July.
- As part of the Department's Safety and Health Program, department personnel will undergo eight (8) hours of training in emergency response to hazardous materials operations while supervisory personnel will undergo an additional 16 hours of emergency responder training.
- Incident Command System (ICS) training will be offered to all junior officers and firefighters.
- The Fire Inspection Bureau will be kept busy inspecting underground storage tanks. By 1993 all underground storage tanks must

come into compliance with federal regulations and Massachusetts Fire Prevention Regulation 527 CMR 9:00.

- The Department will begin participation in a Med-Flight program, which will provide the community with helicopter service to Boston hospitals in the event of an extremely serious injury or illness.
- The Fire Alarm division will seek to locate one additional site and install the last satellite receiver.
- There are plans underway to replace major cable on Central Avenue from Great Plain Avenue to Forest Street.
- The possibility of using computer-aided dispatching for fire department communications will be investigated.
- Since the Town is planning on increasing the cost of master fire alarm boxes from \$360 to \$480 per year, the projected revenue should increase to approximately \$60,000.

Civil Defense



Julius T. Fedel

Needham Civil Defense works closely with the Board of Selectmen and all other town agencies as well as with the Commonwealth's Office of Civil Defense and Emergency Preparedness in helping to maintain the town's state of readiness to deal with an emergency. In addition to helping with planning activities, Civil Defense stands ready with trained manpower and equipment to assist the town in the protection of persons and property and in the restoration of normal services. Many of our volunteers have served for a long time and bring the experience of previous emergencies as well as their skills in industry to the service of the town in times of stress.

Budgetary Data:

| | | No. of Employees |
|----------------|-----------|---------------------|
| Salaries | \$ 2,000. | Full Time 0 |
| Expenses | 17,550. | Part Time 1 |
| Capital Outlay | 0. | Sworn Volunteers 43 |
| Total | \$19,550. | |

Emergency Operations Center (EOC)

Civil Defense volunteers continued the process of upgrading the EOC to maintain and modernize its state of readiness. Needham Civil

Defense participates in a scheduled monthly radio drill with MCDA Area I and participated in several simulated emergencies and other training exercises.

In June, the EOC was the site of a townwide tabletop emergency exercise as Civil Defense personnel partnered with other town emergency agencies in assessing the town's preparedness. The exercise was also designed to upgrade skills and to foster interagency cooperation and a sense of overall teamwork.

Communications

Needham Civil Defense operates a radio repeater system allowing Auxiliary Police and other Civil Defense personnel reliable handheld communications throughout the town. This system is shared with the School Department for their bus communications. In addition, we maintain a radio communication capability with other town agencies to facilitate coordination and communications backup.

Our participation under the Radio Amateur Civil Emergency Service (RACES) and the Amateur Radio Emergency Service (ARES) provides us with direct access to state civil defense and to other disaster agencies such as the Red Cross.

During FY90 we continued our equipment updating program assisted by several members of the local radio amateur community. Additionally, technical assistance was provided to MCDA Area I headquarters by our communications staff.

Auxiliary Police Program

The Auxiliary Police continue to provide assistance to the Police and School Departments and other town agencies with school grounds vandalism patrols and coverage for special events such as Memorial Day, the Fourth of July, Halloween, the Charles River canoe races

and road races sponsored by the Park and Recreation Department. The Auxiliary Police are called to assist during emergencies.

To the town's benefit, the incident log was rather quiet with unscheduled responses only to assist with traffic under icy conditions at a house fire and for additional traffic control in Needham Square because of manhole electrical problems.

Volunteers Needed

Civil Defense is staffed by Needhamites who have a commitment to easing the burden on their fellow citizens in times of stress and who volunteer their special skills to that end. We are always pleased to have additional volunteers join our ranks. We are looking particularly for additional personnel for our Auxiliary Police unit and for our communications staff.

Building Department



Armand LaVigne, Building Inspector; Andrew Brown, Plumbing Inspector; Donald B. Griffin, Wiring Inspector

This department is responsible for reviewing applications and plans to construct, alter and demolish any building or structure, for compliance with applicable Zoning By-Laws, Massachusetts State Building Code, Massachusetts State Fuel, Gas and Plumbing Code, Massachusetts State Electrical Code and the Town of Needham Sign By-Law.

The Massachusetts State Building Code also requires this department to inspect public buildings. There are 12 churches, 15 day care sites, several state group homes, 4 nursing home facilities, Glover Memorial hospital, the Charles River Association for Retarded Citizens, the Walker Home, 7 public schools, 2 private schools, and approximately 45 other places of assembly that require inspections throughout the year to insure that these structures comply with the Building Code for public safety, ingress and egress.

Responding to inquiries about what one is allowed to do at his property has been a major responsibility of the Building Inspector. It is the Inspector who must determine that all permits for additions and uses of properties, both residential and non-residential, conform to the Town of Needham Zoning By-Laws. The Building Inspector also advises those residents who are not in conformance with the Zoning By-Laws of that fact and sees that the necessary corrections are made.

Budgetary Data

| | | | | |
|----------|------------|------------------|---|--|
| Salaries | \$115,788. | | | |
| Expenses | 4,655. | | | |
| Total | \$120,443. | | | |
| | | No. of Employees | | |
| | | Full Time | 3 | |
| | | Perm. | | |
| | | Part Time | 3 | |
| | | Part Time | 6 | |

| | 1986 | 1987 | 1988 | 1989 | 1990 |
|--|------|------|------|------|------|
| New Single Family Dwellings | 42 | 42 | 24 | 28 | 19 |
| New Two Family Dwellings | — | — | — | 1 | — |
| New Non-residential Buildings | 1 | — | 4 | 5 | 3 |
| Conversion to Two Family | — | — | — | 3 | — |
| Add/Alter Existing Residential Buildings | 538 | 616 | 587 | 572 | 538 |
| Add/Alter Existing Non-residential Buildings | 122 | 106 | 108 | 92 | 77 |
| Demolish or Relocate | 13 | 12 | 23 | 24 | 20 |
| Swimming Pools | 13 | 11 | 16 | 9 | 15 |
| Signs | 57 | 109 | 68 | 46 | 60 |
| Total | 786 | 896 | 830 | 780 | 745 |

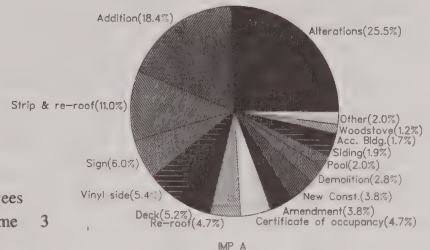
This Department issued a total of 2,461 permits and collected \$216,326 this year.

Number of Permits Issued /Fees Collected

| | 1986 | 1987 | 1988 | 1989 | 1990 |
|--------------------|----------------|----------------|----------------|----------------|----------------|
| Building | 761/\$225,930. | 780/\$114,362. | 744/\$153,470. | 725/\$207,735. | 670/\$148,141. |
| Plumbing | 491/\$ 16,694. | 468/\$ 10,496. | 520/\$ 12,709. | 593/\$ 17,975. | 526/\$ 15,558. |
| Gas | 201/\$ 3,725. | 188/\$ 3,572. | 221/\$ 4,113. | 237/\$ 6,664. | 223/\$ 4,855. |
| Wiring | 858/\$ 37,537. | 832/\$ 35,514. | 794/\$ 41,520. | 810/\$ 44,686. | 954/\$ 39,425. |
| Signs | 57/\$ 785. | 109/\$ 1,444. | 68/\$ 1,420. | 46/\$ 2,480. | 60/\$ 2,830. |
| Swimming Pools | 13/\$ 630. | 11/\$ 520. | 16/\$ 1,440. | 9/\$ 350. | 15/\$ 650. |
| Occupancy Permits | | | 8/\$ 200. | | 13/\$ 325. |
| Miscellaneous Fees | \$ 1,516. | \$ 3,862. | \$ 1,414. | \$ 1,781. | \$ 4,542. |

Totals 2,318/\$286,817. 2,388/\$169,770. 2,363/\$216,086. 2,428/\$281,871. 2,461/\$216,326.

7/01/89 thru 6/30/90



PUBLIC FACILITIES

Public Works Department



Robert A. MacEwen, Director of Public Works; David F. Greenwood, Town Engineer; Roger Stolte, Superintendent Highway Division; Richard P. Merson, Superintendent Sewer Division; Bruce E. Nagler, Superintendent, Water Division; John F. Cusick, Superintendent Parks, Grounds and Forestry Division

Purpose:

Public Works includes, in its broadest sense, all endeavors related to the planning, designing, construction, operation, maintenance and management of the physical facilities necessary or desirable to community life. The Needham Public Works Department renders service to all citizens in the areas of highway maintenance and construction, water supply and distribution, sanitary and storm sewer construction and maintenance, solid waste disposal, traffic control, park maintenance and snow removal. The Department provides its own administration, engineering and equipment maintenance.

Budgetary Data:

| | | No. of |
|-------------------|--------------|--------------|
| Personal Services | \$2,426,021. | Employees |
| Expenses | 1,846,624. | Full Time 80 |
| Capital Expenses | 417,951. | Part Time 31 |
| MWRA Sewer | 1,554,039. | |
| MWRA Water | 119,659. | |
| Total | \$6,364,294. | |

FY'90 Highlights:

- Traffic control signals installed at Dedham Avenue and South Street.
- Construction of the MWRA Wellesley Extension Sewer Replacement commenced.
- MWRA Sewer Charges increased 35%.
- Sewer main extensions on Country Way and Scott Road were constructed.
- Solid Waste Transfer Station completed its first full year of operation.
- Recycling markets remained unstable.
- Compost Area to remove yard waste from waste stream was constructed.
- Memorial Park Track and Field event areas were completed.
- Passive recreation area at Greene's Field were completed.
- 35 year old pump in one of the deep wells off Charles River Street was replaced.

Administration Division

| | |
|---|------------|
| Administrative Service to all Divisions | \$145,441. |
| Water Records, Data Entry, Customer Relations | 26,093. |

Engineering Division

| | |
|---------------------------|----------|
| Service to Public Works | 212,717. |
| Service to Assessors | 12,443. |
| Service to Planning Board | 12,750. |
| Service to Other Agencies | 15,451. |

Garage and Equipment Division

| | |
|--|----------|
| Operation, Maintenance and Repair of Equipment | 185,160. |
| Public Works Building | 68,917. |
| Equipment Replacement | 404,892. |

Highway Division

| | |
|--|------------|
| Maintenance of Public Ways | 349,812. |
| Disposal Area Operation | 1,169,660. |
| Traffic Control | |
| Signs and Posts | 30,167. |
| Pavement Marking | 13,563. |
| Signal Maintenance | 38,294. |
| Parking Meter Collection and Maintenance | 46,000. |

| | |
|---|---------|
| Special Projects | |
| Crack Filling | 9,000. |
| Traffic Consultant | 7,331. |
| Landfill Cover Material | 27,284. |
| Traffic Signals Dedham Ave. and South St. | 83,880. |
| Transfer Station Construction | 9,600. |
| Central Ave. Bridge Design | 11,797. |

Park Division

| | |
|----------------------------|----------|
| Forestry | |
| Tree Removal | 42,783. |
| Pruning and Surgery | 49,552. |
| Shade Tree Planting | 19,529. |
| Park Maintenance | 84,968. |
| Park and Recreation | |
| Athletic Field Maintenance | 109,942. |
| Rosemary Pool | 30,517. |
| Ice Maintenance | 11,120. |
| Ridge Hill Reservation | 23,243. |
| Memorial Park | 60,118. |

Sewer Division

| | |
|---|------------|
| Maintenance of Sewers | 198,575. |
| Pumping Station Operation, Maintenance & Repair | 177,350. |
| Maintenance of Drains | 114,733. |
| Intra Division Service | 20,109. |
| Sewer Construction | 339,673. |
| Sewer System Evaluation Survey | 20,919. |
| Storm Drain Improvements | 17,144. |
| Massachusetts Water Resources Authority Sewage Disposal | 1,554,039. |

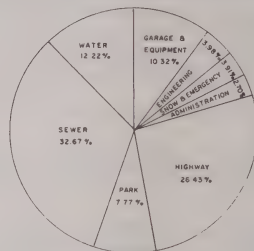
Water Division

| | |
|--|----------|
| Supply & Pumping | 196,749. |
| Treatment | 46,994. |
| Distribution | 335,000. |
| Customer Service | 44,972. |
| Water Main Rehabilitation | 81,788. |
| Massachusetts Water Resources Authority Water Purchase | 199,659. |
| Water Meter Replacement | 20,000. |

Snow and Emergency

| | |
|---------------------------|-----------|
| Snow | |
| Street Plowing | 116,780. |
| Sidewalk Plowing | 4,286. |
| Snow Removal | 8,111. |
| De-Icing Sand & Chemicals | 84,421. |
| Equipment Repair | 30,007. |
| Plow Damage | 13,613. |
| Emergencies | |
| Highway | 5,322. |
| Park | \$ 3,701. |
| Sewer | 23,828. |
| Water | 4,716. |

HOW THE FUNDS WERE EXPENDED



FY'91 Forecast:

- Traffic Control Signals will be replaced at two intersections in Needham Square and in Needham Heights.
- New water main through Town Square along Great Plain Avenue, Chestnut and Chapel Streets will be installed.
- Utilities on Chestnut Street as per vote of 1988 Annual Town Meeting will be undergrounded.
- Sewer extensions will continue in the Country Way area.
- MWRA Sewer Charges will increase by 35%.
- Wellesley Extension Sewer Replacement will continue with a five year completion projection.
- Work to remove infiltration and inflow leaking into Sewer System will begin.
- All new sewer extensions not previously funded, including the Brookside Road/Clarke Circle and the Grove Street sewers, indefinitely deferred.
- Solid Waste Disposal costs will continue to escalate.
- Landfill sticker program will be initiated.
- Mandatory recycling will be implemented but not funded.
- The State aid cuts by the Governor will have a long term effect on Public Works projects.
- Capital and Operating Budget cuts will severely impact the future of the Public Works Department.
- Failure of the Proposition 2½ Override in May, 1990 will cause irreparable harm to Public Works Department.

Minibus



Jane A. Howard,
Minibus Coordinator

The Needham-Mite Minibus traveled in four fixed loop routes through the Town of Needham offering public transportation to people of all ages from October 10, 1976 until June 30, 1990.

Budgetary Data:

| | | | |
|-------------------|------------|-----------|---|
| Personal Services | \$11,345. | No. of | |
| Expenses | 319. | Employees | |
| Bus Contract | 124,338. | Full-time | 0 |
| Total | \$136,002. | Part-time | 1 |

1990 Highlights:

| | | |
|------------------|--------|---------|
| Ridership | | |
| Senior Citizens | 16,304 | — 54.9% |
| Students | 9,844 | — 33.1% |
| Adults | 1,981 | — 6.6% |
| Children under 6 | 1,610 | — 5.4% |
| Total | 29,739 | |

| | |
|--------------------------|-----------|
| Total Hours of Operation | 3,478.5 |
| Total Miles | 52,237.5 |
| MBTA Subsidy | 65,000. |
| Total Cost to Town | \$71,002. |

This was the year that the affect of Proposition 2½ made its greatest impact on the Minibus system, in spite of the fact that ridership had increased. The proposed FY 1991 budget was not approved by the Board of Selectmen and was reduced to zero prior to review by the Finance Committee.

However, the Board of Selectmen did feel that the final choice should be up to the voters and included \$40,000 for public transportation in the May 16, 1990 override question. Unfortunately, not enough support was gleaned and on June 30, 1990, Needham's Minibus circled the town for the last time.

1991 Projections:

It is only hoped that sufficient funds will again be available for public transportation within the Town. This has become a major issue for senior citizens as well as adult and young non-drivers of our community since transportation independence is a vital factor in the lives of all people.

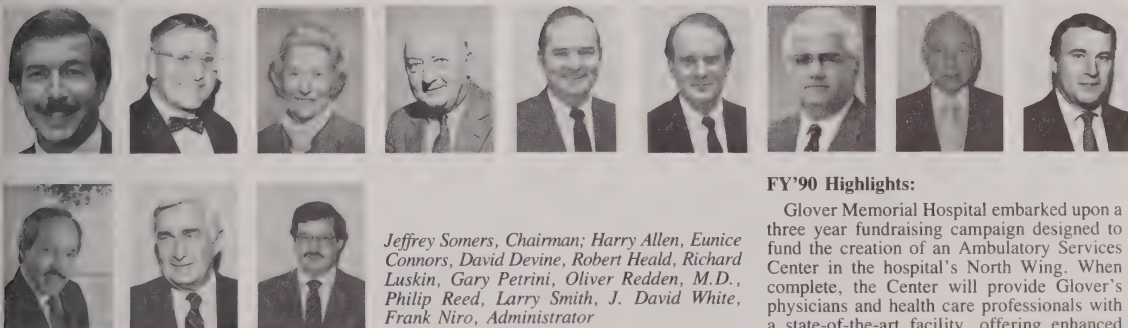
Sincere thanks is extended to all riders and supporters of the Minibus during its almost 14 years of service to the Town. It surely is a service that will be missed.



Ed Bray, High School, Grade 11

HUMAN SERVICES

Glover Memorial Hospital



FY'90 Highlights:

Glover Memorial Hospital embarked upon a three year fundraising campaign designed to fund the creation of an Ambulatory Services Center in the hospital's North Wing. When complete, the Center will provide Glover's physicians and health care professionals with a state-of-the-art facility, offering enhanced capability and capacity in such services as endoscopy, oncology, cardiac rehabilitation, cardiopulmonary testing and same day surgery.

Following the conclusion of a favorable feasibility report, members of the Campaign for the 90's Executive Steering Committee established a program which includes a major gifts and corporate component as well as special events and a general appeal. The goal of the campaign is to raise \$950,000. Structuring of

Purpose:

During FY 1990, Glover Memorial Hospital addressed the health care needs of the community by continuing to offer high quality medical care and playing a leadership role in working with the local medical community, other health agencies, town departments and community-based organizations to enhance the overall health of the community. Simultaneously,

Glover confronted the increasingly unstable health care environment with a resolve and strategic initiative designed to carry the hospital through future periods of economic uncertainty.

Budgetary Data:

| | |
|---------------------|--------------|
| Salaries & Wages | \$9,733,238. |
| Supplies & Expenses | 5,578,115. |
| Capital Expense | 421,578. |

HUMAN SERVICES

the major gifts component took place during late FY 1990, with early solicitations taking place soon after the turn of the new fiscal year. Planning for the corporate component as well as for the general appeal took place, with implementation scheduled for early 1991.

Glover Memorial Hospital recruited two new physicians including a psychiatrist and internist, as well as five podiatrists during FY 1990. Glover Memorial Hospital introduced state-of-the-art tunable dye laser surgery to Boston's western suburbs. In conjunction with the Needham Board of Health, Glover initiated a medically-based, nutritional counseling service designed to benefit residents of Needham and surrounding communities.

Glover Memorial Hospital also continued to implement a quality improvement process throughout all departments. The process is designed to ensure the continuous improvement of all hospital services in addressing the needs and expectations of the hospital's patients, physicians, employees, communities and those that the hospital serves.

Utilization of the hospital's outpatient services remained strong. Patient volume in the area of ambulatory surgery continued to grow, jumping 5% from FY 1989.

The Glover Memorial Hospital Aid Association continues to provide valuable assistance and support for important patient projects. During FY 1990, the Aid Association contributed funds allowing the hospital to purchase EMG System Equipment and other equipment for use in several hospital departments.

FY 1991 Forecast:

During FY 1991, the Glover Memorial Hospital Campaign for the 90's will move into

full swing with solicitations being made to every component of the Needham community. Simultaneously, the renovation of the Hospital's North Wing into an Ambulatory Services Center will begin in early January, 1991. By the end of FY 1991, the renovation project should be more than 75% complete.

Glover Memorial Hospital's ongoing efforts to recruit high quality physicians to the medical staff will continue, as will the Hospital's effort to retain the highest quality staff of employees.

Glover Memorial Hospital will continue to develop new services in direct response to the needs and expectations of the community, with a special emphasis upon the ever growing demand for quality outpatient and same day services.

Marketing and Planning Glover Memorial Hospital

| | FY88 | FY89 | FY90 |
|----------------------|------|------|------|
| Hospital Beds | | | |
| Medical/Surgical | 084 | 070 | 070 |
| Intensive Care | 007 | 007 | 007 |
| Pediatrics | 004 | 000 | 000 |
| Same-Day Surgical | 006 | 006 | 006 |
| Totals: | 095 | 077 | 077 |

Volunteers

| | | | |
|----------------|--------|--------|-------------------------------|
| Volunteers | 335 | 178 | Srs. - 186 Jrs. - 42 |
| Totals: | | | 228 |
| Hours | 34,000 | 23,250 | Srs. - 30,080 Jrs. - 1,986 |
| Totals: | | | 32,066 |



Tim Keefe, Pollard Middle School
Grade 7

Admissions

| | | | |
|----------------|-------|-------|-------|
| Medical/Surg. | 1,827 | 2,256 | 2,225 |
| Intensive Care | 485 | 414 | 451 |
| Totals: | 2,312 | 2,670 | 2,676 |

Patient Days

| | | | |
|----------------|--------|--------|--------|
| Medical/Surg. | 14,871 | 19,140 | 17,265 |
| Intensive Care | 1,742 | 1,761 | 1,733 |
| Totals: | 16,613 | 20,901 | 18,998 |

Surgical Procedures

| | | | |
|------------------|-------|-------|-------|
| In-Patient | 875 | 1,010 | 954 |
| Ambulatory Surg. | 3,100 | 3,080 | 3,224 |
| Totals: | 3,975 | 4,090 | 4,178 |

Emergency Dept. Visits

| | | | |
|--|--------|--------|--------|
| | 11,505 | 13,879 | 13,592 |
|--|--------|--------|--------|

Radiological Exams

| | | | |
|--|--------|--------|--------|
| | 26,841 | 26,059 | 25,586 |
|--|--------|--------|--------|

Laboratory Exams

| | | | |
|--|---------|---------|---------|
| | 138,904 | 160,092 | 169,463 |
|--|---------|---------|---------|

Source: SDK Year End 1990 Patient Admissions Statistical Report.

Board of Health



Rachel E. Spector, Saul Adams, Frederic Cantor, Director; Not pictured, William A. Durbin, Jr.

Elected by the citizens of Needham, the Board of Health is mandated by the Massachusetts General Laws to enforce state and local public health and environmental regulations. The mission of the Board of Health is to preserve, protect and improve the public health and social well-being of the citizens of Needham by promoting health and preventing disease and environmental pollution.

Budgetary Data:

| | | | |
|-----------------|------------|------------------|---|
| Salary | \$162,870. | No. of Employees | |
| Expenses | 5,877. | Full-time | 4 |
| Traveling Meals | | Part-time | 7 |
| Contract | 24,219. | | |
| Total | \$192,966. | | |

Receipts:

| | |
|---------------------------|-----------|
| Clinic | \$ 5,834. |
| Nutritional Consultations | 5,563. |
| Permits | 11,265. |
| Traveling Meals | 24,102. |
| Total Receipts | \$46,764. |

Mental Health/Mental Retardation Expenses

| | |
|---|-----------|
| Agencies | \$74,198. |
| Charles River Association for Retarded Citizens | 9,746. |
| Total | \$83,944. |

Public Health Nursing

The Public Health Nurses offer health promotion and counseling, screening services, immunizations and communicable disease investigation and control to meet the needs of the community. Maternal and Child Health Services offered include the Federal Women - Infant and Children Program. Well-Child Conferences, and a mothers support group. Health Services include Federal Fuel Assistance, Federal Surplus Foods, and the Salvation Army's Good Neighbor Program to eligible families. The nurses continue as the licensing agents for nursery, day care and after school programs within the town.

The following communicable disease statistics represent those reported during the last three years along with some of the screening programs and activities that the Nurses performed during the year:

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Communicable Disease

| | FY88 | FY89 | FY90 |
|------------------|------|------|------|
| Amebiasis | 0 | 1 | 0 |
| Campylobacter | 4 | 5 | 6 |
| Chicken Pox | 37 | 274 | 172 |
| Giardiasis | 3 | 3 | 7 |
| Hansen's Disease | 1 | 0 | 0 |
| Hepatitis | 0 | 1 | 1 |
| Legionellosis | 1 | 0 | 0 |
| Lyme Disease | 1 | 0 | 0 |
| Meningitis | 2 | 13 | 1 |
| Pertussis | 0 | 0 | 8 |
| Rubella | 1 | 8 | 3 |
| Salmonellosis | 21 | 12 | 39 |
| Shigellosis | 2 | 1 | 0 |
| Tuberculosis | 2 | 0 | 0 |

| | FY88 | FY89 | FY90 |
|---|------|------|------|
| Home visits for disease investigation and control | 44 | 38 | 64 |

Animal Bites

| | | | |
|-------|----|----|----|
| Cats | 8 | 5 | 3 |
| Dogs | 34 | 18 | 17 |
| Other | 5 | 5 | 5 |

Immunizations

| | | | |
|---------------------|------|------|------|
| Influenza | 1578 | 1451 | 1979 |
| Other Immunizations | 72 | 63 | 10 |

Screening Programs

| | Number of Referrals to Physicians - 1990 | | |
|----------------|--|------|------|
| Blood Pressure | 2223 | 1756 | 1628 |
| Colo-Rectal | | | |
| Cancer | 2 | 54 | 21 |
| Glaucoma | 17 | 89 | 214 |
| Hearing | 459 | 500 | 542 |
| Hemoglobin | 17 | 59 | 40 |
| Lazy Eye | 40 | 96 | 26 |
| Mantoux | | | |
| Testing | 7 | 209 | 243 |
| Pb (lead) | | | |
| Blood Test | 1 | 17 | 46 |
| Postural | | | |
| Screening | 7 | 164 | 151 |
| Skin Cancer | | | |
| Screening | 0 | 54 | 0 |
| Vision | 548 | 434 | 509 |

Maternal & Child Health Programs

| | | | |
|---------------------------------|-----|-----|-----|
| WIC (Women, Infants & Children) | | | |
| Sessions | 0 | 12 | 6 |
| Attendance | | 237 | 113 |
| Parenting Seminars | 20 | 23 | 23 |
| Attendance | 140 | 156 | 163 |
| Well Child Conferences | 7 | 3 | 2 |
| Appointments | 71 | 25 | 12 |
| Licenses | | | |
| Day Camps | 2 | 2 | 2 |
| After School Day Care | 4 | 4 | 3 |
| Day Care | 14 | 18 | 14 |

Outreach Programs

| | | | |
|------------------------|-----|-----|-----|
| Federal Energy Assist. | 126 | 122 | 172 |
| Federal Surplus Food | 865 | 540 | 672 |
| Health Guidance | | | |
| Home Visits | 374 | 241 | 244 |

| | | | |
|------------------------------|-----|-----|-----|
| Salvation Army-Good Neighbor | 29 | 24 | 22 |
| Parochial School | | | |
| Nursing Hours | 270 | 231 | 261 |

Mental Health:

During FY90, the Needham Guidance Clinic provided a full range of outpatient mental health services for children, families, and adults, including: individual and family therapy, couples therapy, substance abuse counseling, diagnostic evaluations, psychiatric/medication consultation, psychological testing, and consultation to schools and other local service agencies.

Over the course of the year, the numbers of Needham residents receiving services were as follows:

| | | | |
|------------|-----|---------|-----|
| Total: | 271 | | |
| Male: | 110 | Female: | 162 |
| | No. | | % |
| Age: 0-12: | 94 | | 35% |
| 13-17: | 20 | | 7% |
| 18-22: | 12 | | 4% |
| 23-54: | 139 | | 51% |
| 55+: | 6 | | 2% |

Total hours of service in FY90: 2,034

Needham citizens unable to pay the full cost for services are charged a sliding scale fee based on their ability to pay. Town funds partially reimburse the clinic for this shortfall. For each \$1 of town funding, Needham citizens receive \$3 in mental health services.

The Multi-Service Center has provided Needham Adolescents with access to an emergency shelter, a health clinic and outpatient counseling services. Outpatient counseling services are 100% subsidized by state and federal funds. Other services receive between 25-33% subsidy from sources other than Town of Needham funds.

Service Type:

| | FY88 | FY89 | FY90 |
|--|------|------|------|
| Emergency Shelter (days) | 243 | 276 | 167 |
| Outpatient Counseling (hours) | 314 | 287 | 266 |
| (100% Subsidized by state and federal sources) | | | |
| Health Clinic (visits) | 166 | 155 | 148 |

Environmental Health

The environmental health program is determined by public demand, legal mandate, complaints, licensure, and permit requirements, inquiries, and regulatory enforcement of local Board of Health, State Sanitary Code, Department of Environmental Protection Titles, Right to Know, and other State regulations. Below is a listing of environmental health services performed by the Board of Health during the last three years.

| | FY88 | FY89 | FY90 |
|--|------|------|------|
| Camp inspection activities | 3 | 4 | 7 |
| Carbonated beverage activities | 7 | 3 | 2 |
| Chapter 21E - Environmental assessment | 103 | 80 | 164 |

| | | | |
|---------------------------------------|-----|-----|-----|
| Food Services | | | |
| inspection activities | 163 | 389 | 490 |
| Minimum house, Right to Know | 154 | 88 | 70 |
| Miscellaneous general nuisance | 25 | 108 | 169 |
| Noise monitoring complaint activities | 19 | 0 | 15 |
| Professional meetings attended | 4 | 0 | 5 |
| Rabies Clinic activities | 5 | 8 | 14 |
| Rodent Control - Demolition Release | 62 | 29 | 79 |
| Sewage & Sewerage activities | 205 | 276 | 136 |
| Subdivision activities | 87 | 52 | 80 |
| Swimming pool activities | 65 | 64 | 80 |

Licenses & Permits

| | FY88 | FY89 | FY90 |
|----------------------|------|------|------|
| Animal Permits | 7 | 7 | 7 |
| Bottling Plant | | | |
| Licenses | 1 | 1 | 1 |
| Burial Permits | 280 | 277 | 234 |
| Funeral Directors | | | |
| Licenses | 4 | 4 | 4 |
| Food Establishment | | | |
| Licenses - | 74 | 75 | 79 |
| Food Establishment | | | |
| Licenses - Temporary | 8 | 8 | 4 |
| Massage Establish- | | | |
| ment Licenses | 2 | 1 | 1 |
| Massage Licenses | 3 | 1 | 1 |
| Milk License - Store | 59 | 61 | 49 |
| Rubbish Disposal | | | |
| Permits | 99 | 74 | 63 |
| Semi-Public/Public | | | |
| Swimming Pool | | | |
| Permits | 5 | 5 | 5 |
| Septic Haulers | | | |
| Permits | 3 | 3 | 3 |
| Subsurface Sewage | | | |
| Installation Permits | 2 | 5 | 2 |
| Temporary Food | | | |
| Permits | 8 | 8 | 4 |

Radon Testing Program:

A Radon Testing Program was introduced in FY89. The goal of the program is to provide reliable, inexpensive radon test kits to Needham residents and to increase community awareness about the health risks from radon. When asked why they tested for radon, program participants most commonly cited curiosity, Board of Health recommendation and health concerns.

| | |
|------------------------------------|-----------|
| Number of kits distributed | 247 |
| Number of questionnaires completed | 163 |
| *Median level reported - basement | 3.0 pCi/L |
| EPA Recommended Action Level | 4.0 pCi/L |

*Results cannot be generalized to all of Needham because program participation was voluntary.

Public Health Nutrition

The nutrition education programs offered by the Board of Health provide residents the opportunity to learn how to change their eating habits and achieve a healthier life style. A fee for service was initiated in FY90 for nutrition

HUMAN SERVICES

for service was initiated in FY90 for nutrition counseling services and for nutrition workshops and classes generated over \$5,000 in revenue.

Nutrition Education Programs

| | FY88 | FY89 | FY90 |
|--|------|------|------|
| Behavior Modification/ Weight Control Classes | 6 | 18 | 42 |
| "To Your Good Health" | | | |
| Nutrition Workshops | 7 | 11 | 5 |
| Women's Nutrition and Health Concerns | 2 | 3 | 2 |
| Cable T.V. News Program | 1 | 2 | 2 |
| Framingham State College Community Nutrition Experience - 4 week affiliation (students) | 2 | 2 | 2 |
| Supermarket Solutions Tour | 0 | 0 | 1 |

Maternal and Child Health

| | | | |
|------------------------|---|---|---|
| Nursery School Classes | 4 | 2 | 0 |
| Well Child Clinic | 4 | 2 | 2 |

Elderly Health

| | | | |
|-------------------------|----|----|-----|
| Senior Keep Well Clinic | 20 | 26 | 27 |
| Participants | | | 220 |

Nutrition Education Programs in the Needham Schools

| | | | |
|--|---|---|---|
| High School Consumer Wellness/Nutrition | 6 | 6 | 6 |
|--|---|---|---|

Patient Conferences - Nutritional Counseling:

| | | | |
|--|------|-----|-----|
| Office Visit (fee-for- service 1989) | 1030 | 624 | 365 |
| Home Visits | 53 | 39 | 43 |
| Telephone requests for nutritional information | | 97 | 112 |

Traveling Meals Program

Now in its twentieth year, this program is overseen by the Nutritionist. For \$3.50 per day, two meals are delivered to homebound clients by over one-hundred community volunteers.

| | FY88 | FY89 | FY90 |
|------------------------------|----------|----------|----------|
| Number of Meals delivered | 8419 | 8256 | 7452 |
| New Recipients | 104 | 122 | 77 |
| Average Daily recipients | 35 | 35 | 29 |
| Weekend Deliveries | 7 | 6 | 4 |
| Total Receipts: | \$24,625 | \$24,746 | \$24,102 |
| Total volunteer hours | 2,233 | 2,190 | 1,978 |

FY90 Highlights:

The Board of Health continues to emphasize computerization of administrative functions and development of interdepartmental and inter-agency programs which draw upon the strengths and expertise of individual departments and programs. In FY90, the Board of Health greatly improved operation of the Traveling Meals Program by in-house computerization and printing of labels for, and billing of, the 8,000 plus meals delivered each year by traveling meals volunteers. The Board of Health is working with Glover Memorial Hospital to develop a nutrition clinic. The Board of Health Nutritionist will be hired by Glover Hospital as a consultant. The Board of Health/Glover Hospital jointly sponsored Radon Testing Program completed its second year of operation with 250 residents participating. The Board voted to approve a unique job sharing arrangement between the Public Health Nurses that will increase staffing flexibility and efficiency of the Public Health Nurses and which should also result in reduced operating costs.

FY91 Forecast:

Identifying and reducing preventable health risks will continue to be a priority for the Board of Health. These include identifying and reducing sources of air, water and noise pollution, promoting dietary changes, ensuring food safety and preventing unintentional injuries.

Department of Veterans' Services



Terrence W. McGuire, Jr.

Purpose:

The Department of Veterans' Services performs those functions assigned to it by Chapter 115 of the General Laws of the Commonwealth. Chief among these functions is the administration of a program of benefits provided to Veterans and their families who are in need. The Department is assigned the responsibility for Veterans' graves, including their care and upkeep. A depository of discharges and records of service is maintained within the Department. Point of contact service is maintained for matters to be brought before the Department of Veterans' Affairs of the federal government, including claims for pensions, compensation, educational benefits, burial benefits, and headstones and markers. Requests for hospitalization and medical treatment are also processed. Representation before hearing panels and appeal boards of the Department of Veterans' Affairs is provided through the Office of the Commissioner of Veterans' Services of Massachusetts.

Budgetary Data:

| | | No. of Employees |
|-----------------------------|-----------|---------------------|
| Personal Services | \$37,670. | |
| Expenses - Veterans | 940. | Full Time 0 |
| Expenses - Parking Clerk | 3,652. | Part Time 2 |
| Veterans Benefits | 49,000. | |

FY 1990 Highlights:

Veterans' benefit caseloads increased at mid-year, indicative of general economic trends. There was a marked increase in applications for federal programs, reflecting the aging of our Veteran population. Much effort was expended in the legislative area to insure the continued funding of programs at the state and federal level. Reductions in the VA medical expenditures impacted heavily upon the ability of the Medical Centers to provide needed care, but we were able to insure that Needham's Veterans received their fair share of the care that was available. Stricter means of testing and increased cost sharing where treatment for non-service connected conditions is required is now the norm in all VA medical centers.

The completion of the new out-patient facilities in the Nashua/Causeway Street area in Boston has enhanced the availability of clinic appointments and physical examinations for claims.

The Department of Veterans' Affairs has advised that direct payments to Needham Veterans and their families during the year amounted to more than \$2,750,000. The role of this office in sustaining that level evolves around assisting recipients in responding to Department inquiries as to income and other factors and in the submission of new and reopened claims. Initial awards of benefits during the year amounted to a little more than \$250,000. and settled claims for government insurance provided more than \$170,000 in direct payments.

I must once again express the thanks of the Town to the members of the Beth Shalom Garden Club for their continuing efforts in providing plantings at the Vietnam Veterans Memorial in preparation for Memorial Day, and to the members of the local posts of the Veterans of Foreign Wars and the American Legion who decorated more than 1500 graves of Veterans.

We have completed our second year in the performance of the Parking Clerk/Hearing Officer function. Collections in 1990 were double those in the previous year.

FY 1990 Projections:

This Department anticipates providing the highest level, most cost-effective service possible with the assets available to the Veterans of Needham. I would ask that you all pray with me that at year's end we will not have created another generation of Veterans as a result of the situation in the Mid-East.

Youth Commission



William Duncan, Chairman; Richard Creem, Thomas Engelman, Director; Not pictured, Roy John, John Kramer, Barbara Popper, Mary Ellen Stevenson

Purpose:

The Youth Commission was established to respond to issues of teen alcohol and drug abuse and family stress by seeking to improve the quality of life for Needham adolescents, young adults and families through counseling, employment services, drug and alcohol awareness programs, and community education. Commission services are a "first line" of services for teens and families in need, and a "final resource" when other services are not available due to service limitations or finances.

Budgetary Data:

| | | No. of |
|----------------|------------|-------------|
| Salaries | \$103,948. | Employees |
| Expenses | 6,772. | Full-time 4 |
| Capital Outlay | 0. | Part-time 0 |
| Total | \$110,720. | |

FY'90 Highlights:

The Youth Commission, comprised of six adults and two Youth Advisors, meets regularly to serve as a forum for youth and family issues, and to review Commission services and policies.

The Commission's **Community Outreach and Counseling Service** provided a "safety net" for Needham adolescents and families encountering problems such as alcohol, drug abuse, and depression. The confidential counseling and referral program also assisted teens with their transition to adulthood, adjustments to family changes including separation, divorce and remarriage, death, and personal relationships. Services were curtailed due to a five month staff vacancy in the caseworker position. Services provided:

- 1500 Teen Information Cards distributed with information on counseling and alcohol & drug services.
- Counseling services to 89 individuals and families.
- 840 Information requests from teens and families.
- Counseling/Enrichment groups for middle school aged children.
- Training programs for teens and parents on adolescent behavior management, parenting and drugs and alcohol.
- 2,800 residents benefitted from these services.

Substance Abuse Awareness Services:

The Commission's substance abuse services this year responded to concern about drug use and arrests for teen alcohol and drug abuse. The Commission's **Substance Abuse Awareness Program** received referrals from the Dedham District Court and from Needham High School students suspended for violation of the school's drug policies. The municipal counseling and employment program also sponsored the **Needham Chapter of Students Against Driving Drunk (S.A.D.D.)** with 760 members who signed a written pledge to not drink and drive. Substance abuse awareness services include:

- 18 adolescents referred for Substance Abuse Awareness Programs were provided 170 hours of education and treatment.
- Parent meetings for drug referred adolescents.
- Assessments for substance abuse problems provided to Needham families.
- S.A.D.D. Awareness Week, March 12-16, 1990: 900 students were involved with awareness programs on the dire consequences of drinking and driving. Law enforcement agencies provided speakers on the legal implications of drunk driving to 300 students.

The **Community Service Restitution Program** continues to provide court referred young people unpaid work opportunities as 'repayment' to the community for vandalism and other antisocial acts. Program highlights:

- 21 offenders referred.
- 899 hours of service completed.
- \$4,495. worth of services provided to town and community organizations.

The Commission's **Employment Service** provided employment counseling and information to 835 middle school, high school and college age students. The Commission placed 424 young people with residential or commercial positions, and offered teenagers an opportunity to discuss their work experience, skills, and interests while reviewing current job opportunities. Employment Services highlights:

- Responded to 1,100 residential job requests for yard work, babysitting, snow shoveling.
- Employment Outreach Program at Pollard Middle School.
- Job Resource Reference Book and employment assistance at Needham High School.
- Home chore jobs for residents with medical limitations, senior citizens and special needs cases.
- 2,200 Needham residents benefitted from employment services.
- Sponsored babysitting courses for 40 young people.

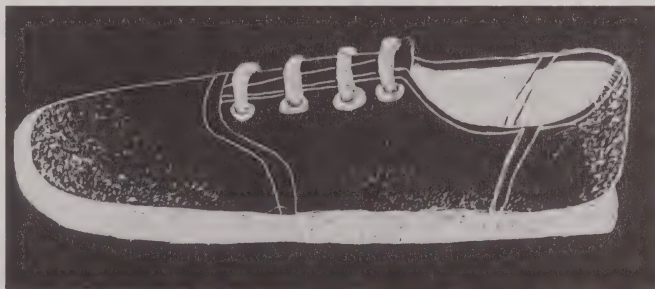
The department responded to the need for child care services for Needham working families by co-producing the **"The Parent Guide to: Child Care, Activities, and Resources for Children in Needham"** with the assistance of parents and Town departments.

The Commission's commitment to youth involvement in our community involved 110 youth volunteers this year. Program highlights for two of these programs were the 34 member **Youth Advisory Council** and **Peer Tutor Program** included:

- Trained 21 high school age Peer Tutor/Advisors.
- 16 middle school students were tutored by 15 high school volunteers for a total of 320 hours.
- Holiday Volunteer Program: gift program for needy families.
- Advised the Youth Commission on youth issues.
- Provided a \$300 scholarship to a deserving high school student for community service.

FY'91 Forecast:

The Youth Commission budget will be reduced by 44%, two positions will be eliminated and the department's expense budget will be reduced from \$6,810 to \$270. The department seeks to continue substance abuse awareness programs, court restitution programs and limited counseling, employment and tutor programs and eliminate other services.



Kate Sidell, Pollard Middle School, Grade 7

HUMAN SERVICES

Council on Aging



Morris Dettman, Chairman; Helen Blumenberg, Camilla Broderick, Helen Hicks, Charles Henderson, Mary Lyons, Diane P. Matthews, Vivian McIver, Edward Pelletier, Kenneth Monteith, Betsy Tedoldi, Ann Hartstein, Executive Director. Not pictured: Peter Johnson

Purpose:

The Council on Aging was established in 1957 by Town Meeting. At that time, the purpose of the Council, as stated in the form of three goals, was, and remains, to:

1. Identify the Needs and Concerns of Needham's Elderly and Retired Persons and Those Approaching Retirement Age.

Number of People Age 55+ in Needham = 7,983

2. Design, Promote, Coordinate, and Implement Services and Programs to Meet those Needs and Concerns.

SERVICES AND PROGRAMS:

| | |
|--|--------|
| Rides to and from Stephen Palmer Center | 3,042 |
| Home visits | 83 |
| Day trip attendance | 623 |
| Center Program attendance | 22,580 |
| Meals served at Stephen Palmer Center | 11,172 |
| Education program attendance | 2,025 |
| On-site and outstationed health screening with Visiting Nurse Associations | 556 |
| Income Tax Assistance | 192 |
| Ring-Every-Day calls | 730 |
| Shopper bus rides and other shopping assistance | 2,600 |
| Sunday program attendance | 2,400 |
| Assistance with Medical Forms/Insurance Information | 300 |

3. Inform the Community and Enlist Support and Participation of All Citizens in This Effort:

Cooperative Efforts with Other Agencies, Organizations, and Town Departments:

| | |
|---|--------|
| Needham Library books borrowed from the Stephen Palmer Center | 1,700 |
| Lunches provided by West Suburban Elder Services | 11,172 |

| | |
|--|-------|
| Attendance at Health Education Seminars by Needham Board of Health and Glover Hospital | 1,302 |
| Counseling Provided by Mental Health Agencies | 222 |
| Legal Assistance through Boston College Legal Assistance Bureau | 96 |
| Employment Services by Elder Employment Services | 38 |
| Recreation Bus Trips with Park and Recreation Department | 400 |
| Local Medical Transportation by the Community Council | 1,640 |
| Medical Transportation in cooperation with West Suburban Elder Services | 1,280 |
| Job Matching with the Needham Youth Commission | 200 |
| Social Security Questions with Norwood Social Security Office | 288 |
| Methods of Informing the Community: | |
| Senior Compass (Newsletter) | |
| Mailing | 2,500 |
| Attendance at Community Group Presentations | 275 |

Budgetary Data:

| | | No. of Employees |
|------------------|------------|------------------|
| Salaries | \$83,514. | |
| Expenses | 13,504. | Full-time 2 |
| Community Center | 2,030. | Part-time 2 |
| Capital | 3,000. | |
| Total | \$102,048. | |

Other Financial Support:

| | |
|-----------------------------------|----------|
| Friends of Needham Elderly | \$14,946 |
| Executive Office of Elder Affairs | |
| Formula Grant | 10,570 |
| SHINE Consortium Grant | 12,200 |
| Stabilization Grant (SHINE) | 3,025 |

| | |
|--|----------|
| West Suburban Elder Services | |
| Title III-B Grant | 4,493 |
| Roche Bros. Supermarkets for Shopper Bus | 2,600 |
| Other Donations | 1,240 |
| Total | \$49,074 |

Volunteer Support:

The Council on Aging and the Stephen Palmer Senior Center rely on many volunteers to maintain services and programs on a daily basis. Volunteers are matched to jobs that utilize their skills and are in keeping with their interests.

| | |
|---------------------------------|--------|
| Number of Individual Volunteers | 416 |
| Number of Hours Given | 13,565 |

This is equivalent to seven (7) full time employees.

Governance:

The Council on Aging is directed by a 12 member volunteer board appointed by the Selectmen. The Board of Health, Park and Recreation Commission, Needham Housing Authority, School Department, and the Library each nominate one member. The Board is responsible for determining the policies of the Council on Aging in response to the expressed needs of elders in the town as well as through a careful analysis of local and national trends in health care, recreation, education and service needs.

The Stephen Palmer Senior Center at 83 Pickering Street, is the center of services and activities and is the location where the professional Council on Aging staff provides information, referrals, and assistance to elders and their families. The Center was open Monday - Friday, 9:00 - 4:00 and on Sundays, noon - 4:00. The Council on Aging office, located at the Stephen Palmer Center, was open 8:30 a.m. - 5:00 p.m. Monday through Friday. The Board anticipated the need to cut services in response to a 2% cut made in the budget during this fiscal year. Open Senior Center hours were cut back to 3:30 p.m. every day when the cuts were instituted.

The Board is aware of the probability of severely curtailed funding for the coming year and has devoted many hours to consideration of the best way to handle the impact decreased service would have on elders in need. The growing number of older senior citizens in town and the increasing number of middle aged people who will have responsibility for caring for their aging parents will impact the decisions made in the future. The Council on Aging Board looks forward to working with all Needham residents to insure adequate services for senior citizens and their families.

Planning Board



David C. Gerber, Chairman; Stanley R. Tippet, Paul Killeen, Norman P. Homsy, Joanne H. Roth, H. Calvin Cook, Planning Director

Purpose:

The Planning Board is charged with broad statutory responsibilities (MGL, Ch. 41 D.81-A/D) to guide the physical growth and development of Needham in a coordinated and comprehensive manner. More specifically, the Planning Board is legally mandated to carry out certain provisions of the Subdivision Control Law (MGL, Ch. 41, S.81GG) and of the Zoning Act (MGL, Ch. 40A). These legal responsibilities are reflected locally in specific provisions contained in the Subdivision Regulations and Procedural Rules of the Planning Board and in the Town's Zoning By-Law.

The specific services that the Board provides are as follows:

- **Review and Approval/Disapproval of —**
Approval-Not-Required (ANR) Plans
Preliminary Subdivision Plans
Definitive Subdivision Plans, including on-going administration
Site Plans of certain larger developments (major projects)*
Residential Compounds (RC's)*
Scenic Road applications
*includes Special Permit Decisions, with legal notices, public hearing and written decision; similar statutory procedures for Definitive Plans
- **Review and Advisory Reports on —**
Site Plans of certain smaller developments (minor projects)
Board of Appeals' applications for variances and special permits
Petitions for acceptance/discontinuance of public ways

- **Initiation, Development and Presentation of Proposed Zoning Amendments to Town Meeting**
- **Preparation and Maintenance of a Master Plan** and related planning studies to guide future physical growth and development in Needham (including studies referred to the Board by Town Meeting)
- Revisions to "Subdivision Regulations and Procedural Rules of the Planning Board" and reprinting of same
- Reprinting of Town Zoning By-Laws and Zoning Map
- Provision of Information on Planning, Zoning and Development matters to the public (including residents, developers and other government agencies)

The important thing to remember is that if these services were not performed, the Town of Needham would be without the administration of land use planning and zoning regulations; the Town would be subject to costly law suits from private developers and citizens alike.

Budgetary Data:

| | | No. of |
|----------|-----------|-------------|
| Salaries | \$64,301. | Employees |
| Expenses | 4,773. | Full-time 2 |
| Total | \$69,074. | Part-time 0 |

FY'90 Highlights:

The development boom of the past several years in the Boston metropolitan area, in general, and in Needham, in particular, came

to an abrupt halt in the latter half of 1988 and the first half of 1989. The fact that heightened economic and construction activity slowed considerably in Fiscal Year 1989 was evidenced by a marked decrease in the number of Site Plan Special Permit applications processed by the Planning Board.

The Board of Appeals referred 29 applications for variances, special permits and administrative appeals to the Planning Board, and as required by the Zoning By-Law, the Board reviewed each application and made written recommendations to the Board of Appeals.

The 1990 Annual Town Meeting adopted the Planning Board's ten zoning articles. Of these amendments to the Zoning By-Law, many were directly related to the considerable efforts of the Chestnut Street/Needham Center Task Force. This set of articles established a new Chestnut Street Business District and Center Business District.

The William Carter Company's property in Needham Heights, including the 400,000-square foot building at 963 Highland Avenue, was put on the market during the summer of 1988 by its new owners from Connecticut. It is expected that proposals will be brought to the Planning Board for review.

The principal work of the Planning Board in preparing for the 1991 A.T.M. is expected to involve minor changes to the Zoning By-Law to clarify zoning language, as well as possible changes to the Industrial District. The Planning Board will initiate a study of the Avery Square Business District, including the former headquarters of the William Carter Co. as well as nearby land on Hillside Avenue. This study may include recommendations for zoning changes to this area of the town. However, it is not expected that recommendations will be brought to the Spring 1991 Town Meeting.

Other projects on the Planning Board's agenda include a study of the Highland Avenue corridor from May Street to Rosemary Street, and a study of the Needham Cinema block on Great Plain Avenue.

Conservation Commission



Roy A. Cramer, Chairman; Alan Brand, Joan Johnson, John T. Lynch, John D. Marr, Jr., Peter H. Roth



Purpose:

The main functions of the Conservation Commission are to (1) advise the Town in matters pertaining to the use, management and protection of the Town's natural resources and open space; (2) administer the Wetlands Protection Act, Chapter 131, Section 40, and the Town of Needham General Wetlands By-Law, and (3) manage conservation property, including Ridge Hill Reservation.

Budgetary Data:

| No. of | |
|-----------|-----|
| Employees | |
| Full Time | 0 |
| Part Time | 1/4 |

FY'90 Highlights:

The Commission continued to monitor the reconstruction of the Massachusetts Water Resources Authority main sewer line project, which passes through 7.5 miles of land in Needham, roughly paralleling the Charles River. The Commission also began its review of a proposed expansion of Volante Farms on land formerly owned by Winslow's off Standish Road, and a residential development at Cranberry Lane and Saddlebrook Road.

DEVELOPMENT

The Commission was active in a number of enforcement matters during the year.

The existence of the Needham General Wetlands By-law has given the Commission additional tools to protect the environment and promote a thorough investigation of the implications of future development.

Ridge Hill Reservation

Ridge Hill Reservation continues to attract many individuals and families who come to use the hiking, skiing, picknicking, camping and outdoor facilities for passive recreational enjoyment. The "Fit Trail" has been particularly popular and provides an excellent workout.

The 73 acres of open space abutting Ridge Hill in 1987 has been integrated into the Ridge Hill area and has expanded hiking and skiing opportunities.

The main house at Ridge Hill continues to be popular for weddings and other social events and provides a good source of income for the Town.

Board of Appeals



Hertz N. Henkoff, Chairman; William Tedoldi, John Cogswell, Janice Hunt, Andrew D. Frieze



The Board of Appeals met thirteen times to hear 24 applications for special permits, 1 application for variances, and 3 appeals from decisions of the Building Inspector. Of the 24 applications for a special permit, 19 were granted, 2 were denied, and 3 were withdrawn. The one application for variance was denied. Of the 3 appeals, 2 were denied and 1 appeal was upheld.

Expenses for the year included:

| | |
|--|------------|
| Personal Services — 1 Part-Time Employee | \$4,612.40 |
| Expenses | 2,400.00 |
| Total | \$7,012.40 |

Filing fees for the Board of Appeals consist of \$100 for applications for residential special permits, variances, and for appeals from the Building Inspector's decision and \$200 for applications for special permits for non-residential uses. Applications may be secured and filed in the Office of the Town Clerk, Town Hall. All decisions of the Board are filed with the Town Clerk and are a matter of public record.

Historical Commission



Norman A. Homsy, Chairman; Beth Rich, Carol Boulris, Leslie G. Crumbaker

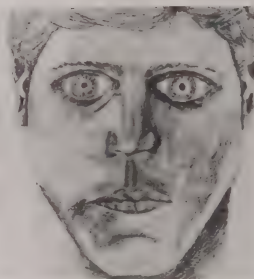
- To stand ready to incorporate protection of local historical resources into local planning efforts by providing background information on historical, architectural and archaeological significance of any such asset under discussion.

Budgetary Data

| | |
|-----------------|--------|
| Salaries | \$ 0. |
| Expenses | 555. |
| Capital Expense | 0. |
| Total | \$555. |

FY90 Highlights

- Notified by the U.S. Department of Interior of the listing on the National Register of Historic Places of 1710-1840 Kingsbury-Whitaker House, current museum and headquarters of the Needham Historical Society. (The National Register is the U.S. federal government's official list of historic properties worthy of preservation.)
- Continued work on identifying and researching additional historical Needham buildings for inclusion in the local inventory.
- Member Norman Homsy appeared on the local cable television to inform listeners about the Commission's publication, "Needham's Architectural Heritage".
- Regretfully accepted the resignation of former Needham resident, Nancy Hartford, who served as member and associate member of the Commission, lending her expertise in architecture to the work of this board.



John Lazarus, High School, Grade 11

Purpose:

- To identify, research and report on Needham's historic buildings and sites in order to compile a local inventory of such assets, with emphasis on WHAT are significant resources and WHY they are important. To date, Needham's inventory includes 89 buildings, 2 monuments, 13 sites, 1 cemetery and 8 bridges.
- To report such inventory listings to Needham Selectmen, Needham Historical Society, and Massachusetts Historical Commission, and, when appropriate, to the Department of Interior's National Register of Historical Places. Needham's National Register listings include 10 buildings and 1 historical district.

FY91 Forecast:

- To encourage every owner of property which is included in the Needham historical inventory to place or replace a sign on the site, giving original name of building and year in which structure was built.
- To begin work on an illustrated brochure describing the 11 buildings included in the McIntosh Historic District, as a companion piece to the Commission's 1988 publication "Needham's Architectural Heritage", which is on sale at the Needham Public Library.
- To commemorate the National Register listing of the McIntosh Historic District, which is located at the intersection of Great Plain and Central Avenues, with the dedication of an appropriate marker.

CULTURAL & LEISURE SERVICES

Free Public Library



John W. Lebourveau, Chairman; Roma Jean Brown, Robert D. Hall, Jr., Thomas M. Harkins, Charles F.C. Henderson, Sally Powers, Emily Salaun, Beth Rich, Director

Purpose:

The following mission statement forms a part of the Library Long Range Planning Committee report and was adopted by the Board of Library Trustees, February 1990.

The NEEDHAM FREE PUBLIC LIBRARY was established to bring enlightenment, knowledge, inspiration, enjoyment and culture to every member of the community. The Library serves this purpose as:

A POPULAR MATERIALS LIBRARY — the Library features current, high-demand, high-interest materials in a variety of formats for persons of all ages;

A CHILDREN'S DOOR TO LEARNING — the Library encourages young children to develop an interest in reading and learning through services for children, and for parents and children together;

A FORMAL EDUCATION SUPPORT CENTER — the Library assists students of all ages in meeting educational objectives established during their formal courses of study;

A REFERENCE LIBRARY — the Library actively provides timely, accurate and useful information for community residents;

AN ARCHIVES — the Library serves as the Archives for the Town of Needham and is the main provider of historical information pertaining to Needham.

Budgetary Data:

| | |
|--------------------|------------|
| Personal Services: | \$518,791. |
| Expenses | 217,325. |
| Capital Expenses: | 1,404. |
| Total | \$737,520. |

Departmental Statistics:

ADULT DEPARTMENT

| | |
|-------------------------------------|---------|
| Circulation - Books | 209,221 |
| (Includes Videos, CD's, Cassettes) | 26,280 |
| Periodicals & Pamphlets | 15,106 |
| Books loaned to other libraries | 1,869 |
| Books borrowed from other libraries | 2,264 |
| Overdues and bills sent | 4,665 |
| Reserves placed | 5,551 |
| Borrowers registered | 2,801 |

| | |
|---|-----------|
| Total money returned to Town from fines, fees, lost books, etc. | \$36,113. |
|---|-----------|

CHILDREN'S DEPARTMENT

| | |
|---------------------------------------|---------|
| Circulation - Books | 128,008 |
| (Includes Videos, Records, Cassettes) | 23,505 |
| Overdues and bills sent | 1,372 |
| Reserves placed | 282 |
| Borrowers registered | 537 |
| Story hours, film programs | 139 |
| Program attendance | 4,115 |
| Museum passes reserved | 1,060 |

CATALOG DEPARTMENT

| | |
|--------------------------------------|-------|
| Adult books added to collection | 4,996 |
| Adult books withdrawn | 1,837 |
| Children's books added to collection | 2,465 |
| Children's books withdrawn | 1,369 |
| Records, CD's, and Cassettes added | 234 |
| Records and cassettes withdrawn | 53 |
| Videos added | 235 |
| Videos withdrawn | 37 |

REFERENCE DEPARTMENT

| | |
|---------------------------------------|-------|
| Reference questions answered | 19499 |
| Directional questions answered | 5,077 |
| Reference books checked out overnight | 827 |
| No. of people using Genealogy Room | 244 |

In a brief review of the above statistics, once again adult circulation increased, going up 8% this year for a total of 18% in the last two years. Children's circulation went up 17.5% this year alone with a total of 38% in the last two years. Many of the other measures of workload also increased, interlibrary loan, reference questions asked etc., this with no extra employees, and greatly reduced staff and hours in the last month of the fiscal year. In an interesting note, fines and lost book money returned to the town increased 31% when the fines were raised from 5 to 10 cents a day in January of 1990.

Gifts of Time and Money

THANK YOU TO:

THE FRIENDS OF THE LIBRARY — for \$8096 that was used for Library programs, books on tape, magazine subscriptions, library equipment, Infotrac and many other needed items; plus untold volunteer hours to prepare for the annual booksale and other Library related events.

MEMBERS OF THE LONG RANGE PLANNING COMMITTEE — whose dedication during the long planning process brought forth a valuable planning document that will be used to guide the Library into the 21st century.

NEEDHAM GARDEN CLUB — for providing attractive visual display in the Rosemary Street garden, and also for providing weekly floral arrangements to brighten the Library throughout the year.

ALL THE VOLUNTEERS — who came faithfully every week and kept the Library's books mended, the card catalog weeded, new books made ready for circulation, returned books shelved and who assisted in the Children's Room. Their hours total 948 and are especially appreciated.

THE PUBLIC SPIRITED PEOPLE — who donated \$8979 to the Library's Trust Funds and thousands of books to the Friends of the Library's annual booksale.

Fiscal Year '90 Highs and Lows

August — The 8th annual Teddy Bear Jamboree was held by the Children's Department. This yearly parade of the bears and their owners was a delight to the onlookers as well as the participants. Each bear won a prize. Another Children's Room event was the wind-up of the summer "Read-To-Me" Club with a picnic on the side lawn for participants and their families.



Charles Smart, Mitchell School, Grade 5

CULTURAL & LEISURE SERVICES

October — The Friends of the Library held a celebration of the "Year of the Young Reader". They also conducted a highly successful 2 day used booksale to benefit the Library. Vivian D. McIver, former Library Director, presented a book talk.

November — The Library reduced its weekly hours by closing Wednesday nights, ended Sunday hours earlier in the spring than planned and cut the book budget by \$2500 to comply with budget restrictions imposed by the fall Town Meeting. The Friends of the Library hosted an Author's Luncheon featuring well-known mystery writer William G. Tapley.

January — Library fines were increased from 5 to 10 cents.

March - April — With funding by the Massachusetts Foundation for Humanities and Public Policy, Friends of the Needham Library and Library Trust Funds the second Vivian D. McIver Reading Discussion Series was held on four nights in March and April. The series title was "Once Banned, Now Classic".

May — Ken Gloss, owner of the Brattle Book Shop in Boston, spoke at a Friends of the Library meeting. After the lecture he gave free appraisals of books brought in by local residents.

June — Friends of the Library held a very successful paperback booksale to benefit the Library.

Due to impending budget cuts, the Library was forced to lay off all part-time help (21 people) and reduce hours from 61 to 49 for the month of June.

FY91 Forecast:

With the Library's budget cut by 53%, no money for books, magazines and other Library materials, and staff and hours open cut approximately 60%, our goal is to survive and maintain some nucleus of staff and materials to be ready to rebuild the Library when the times permit.

Park and Recreation Commission



Elinor R. Devlin, Chairman; Dana W. Story, Jr., Jeffrey I. Meropol, Cris Blackstone, Eric Fleming, Nancy White, Director

Purpose:

Empowered by Chapter 45 of the General Laws of the Commonwealth of Massachusetts, the Park and Recreation Commission:

- Provides balanced year-round recreation programming and leisure services for all ages.
- Serves as steward of over 400 acres of public park land and town forest.
- Maintains and schedules recreation and athletic facilities.
- Manages Rosemary Lake and Pool as the principal aquatic recreation facility.
- Provides long-range open space and recreation planning.
- Coordinates and provides support service for many community organizations.
- Sponsors special events and festivals.
- Provides youth leadership training and volunteer resource development.

Budgetary Data:

| | | | |
|------------------|------------|------------------|----|
| Salaries | \$256,208. | No. of Employees | |
| Expenses | 66,000. | Full-time | 3 |
| Capital Expenses | 4,000. | Part-time | 83 |
| Total | \$326,208. | | |

FY'90 Highlights:

Programs: The Park and Recreation Commission had a very productive, yet transitional, year. During August of FY90 funding was cut and notification was given that local aid might be cut in the future. The damaging news did not stop the department from having a very active year with new senior citizen and toddler programs. Numbers of participants stayed strong throughout the year and all new programs did well.

Summer Programs Total Participants

| | |
|--------------------------|-----|
| Arts & Crafts Workshop | 160 |
| Men's Basketball | 96 |
| Cricketer Adventure | 289 |
| Gymnastics Workshop | 670 |
| Mini-Evergreen Adventure | 229 |
| Broadmeadow Playground | 300 |
| Outdoor Living Adventure | 200 |
| Tennis Lessons | 300 |
| Volleyball, Co-Ed Adult | 160 |

Pool

| | |
|-----------------------------|--------|
| General Admission | 50,000 |
| Masters Swim Meets | 60 |
| Sailing Lessons | 60 |
| Swim Lessons | 1,200 |
| Swim Team | 100 |
| Town Groups & Organizations | 400 |

Other Summer Activities

| | |
|-------------------------|-------|
| Arts in the Parks | 2,100 |
| Community Gardens | 40 |
| NELTA Tennis Tournament | 20 |
| Pepsi Hot Shots | 60 |
| Playground Theatre | 800 |
| Tennis Passes | 1,000 |

Fall/Winter Programs

| | |
|--------------------------|----------|
| Badminton | 20/week |
| Ballet | 50/week |
| Cross Country Skiing | 30/week |
| February Vacation Gym | 200 |
| April Vacation Gym | 100 |
| Halloween Party | 160 |
| Holiday House Decorating | 25 |
| Ice Skating | 150/week |
| Itsy Bitsy Arts | 20 |
| Men's Basketball | 30/week |
| Men's Volleyball | 30/week |
| Pee Wee Tennis | 16 |

| | |
|---------------------------|---------|
| Senior Citizen Activities | 60/week |
| Senior Citizen Exercise | 60/week |
| Senior Citizen Bowling | 40/week |
| Special Needs Activities | 10/week |
| Ultimate Scavenger Hunt | 60 |
| Walking Club | 80 |
| Women's Volleyball | 20/week |
| Youth Basketball | 20/week |

Community Assistance: The following is a partial list of programs at which the number of participants is undetermined, and of organizations that are assisted by the Park and Recreation Commission:

| |
|----------------------------|
| Community Softball Leagues |
| Model Yachting |
| Soccer Club |
| 4 Adult Softball Leagues |
| Summer League Baseball |
| Little/Senior League |
| Jr. Football |
| Swim Team |
| 3 Adult Soccer Leagues |
| Model Rocketry |
| Senior Citizens Picnic |
| Track Club |
| 2 Adult Football Leagues |

Facilities: The Commission continues to stay on a slow, but steady course to maintain facilities. Preliminary work to rehabilitate the floor of Rosemary Pool was discussed, and within a year, a new floor will be completed. This ends a 5 year capital upgrade of the pool. Two new pieces of play equipment were added to the grounds of Rosemary Pool, bringing the total number of pieces to five, all of which were funded by donations.

Perry Park saw a face-lift with 3 new pieces of play equipment. These, too, were funded by donations.

During FY90, the Commission spent a great deal of time discussing new fees for users of the facilities. Special interest groups paid for use of the pool and more new fees for both the pool and the park will be instituted in the coming years.

Each year, over 250 permits are issued. The department schedules all athletic fields under the jurisdiction of the Commission, as well as those under the jurisdiction of the Selectmen. Athletic fields, under the jurisdiction of the Commission, are maintained by the Parks Division of the Department of Public Works.

Staff and Volunteers:

The Park and Recreation Commission consists of five elected Commissioners. The full-time Director of Park and Recreation is responsible for the administration of the department and the Assistant Director is responsible for programming. A full time Administrative Clerk and part-time Clerk complete the office staff, registering thousands of people for programs throughout the year. Over 80 seasonal part-time staff members are hired throughout the year to supervise programs. The hiring of staff has become one of the greater challenges and time consuming projects, due to the competitive job market. Volunteers are the backbone of the department. Many programs and special events would not exist without the donated time of volunteers. They are involved with fall/winter programs, are instructor aides at Rosemary Pool, lead special events, and assist at summer programs. Total volunteer hours add up to over 1,000 each year. Most notable volunteers are Edward Pelletier, representative to the Council on Aging and Richard Creem, Representative on the Youth Commission, who are appointed to the respective boards.

Donations:

The Commission reached an all time high of over \$14,000 in donations during FY90. Donations received were varied from community organizations and corporations to individuals and local businesses. These donations supported the Arts in the Parks Series, enabled the department to purchase new play equipment, and sponsored other programs. Free labor for many projects was also received. With less tax-supported funding, the Commission will continue to seek new donations in support of the many services offered by the department.

FY'91 Forecast:

Alternative financing will be sought to allow the department to continue to offer new programming. With the loss of over \$35,000 in tax support, the Commission will be streamlining services and evaluating all programs offered. Restoring the Rosemary Pool floor will be completed in the fall. Permit fees will be charted for youth organizations for use of fields. These fees will now be consistent with other existing fees, i.e., tennis courts and Rosemary Pool. This will allow the tax burden to be taken off the non-users of athletic fields.

Memorial Park



Roger Goodwin, Chairman; Andrew Lawson, Arthur Tiernan, Ron Sockol, John Gallello

Purpose:

At the 1920 Annual Town Meeting, the sum of \$17,500 was appropriated for the purchase of 13 acres of land from Nellie Richwagon. The land is currently called Memorial Park and was created in memory of Needham service men and women who gave of themselves in defense of our country.

Budgetary Data:

Expenses — \$146.00

FY90 Highlights:

Many of the activities in the Park are categorized as Needham High School spring, and fall athletics and physical education classes. In addition, the following events are held at Memorial Park:

Needham Public Schools' 6th grade field day and Barbeque, Road Races, 4th of July Festivities, Travel Club activities, Park and Recreation programs, Little League and Senior League baseball, Veterans' Day Program and coasting on the hill during the winter.

Thanks are again extended to Robert MacEwen, Public Works Director and John Cusick, Superintendent of Parks for their care of Memorial Park.

FINANCE

Finance Committee



Paul Owens, Chairman; Gerard Sullivan Executive Secretary. Not pictured: James Brierley, Dennis Kelleher, Keith McClelland, Neils Fischer, Carol Lintz, Frank Reardon, James Turner, John F. Milligan

The Finance Committee is an independent advisory committee to the Town Meeting. In cooperation with elected officials, appointed committees, and professional staff, the committee seeks to establish budgetary priorities and provide the supporting rationale that are compatible with the needs and expectations of the people of Needham.

The nine members of the Finance Committee are appointed by the Town Moderator. Staggered terms of three years provide fresh insight as well as continuity and experience. The Finance Committee is not meant to be a technical committee or a panel of experts. Its members have varied backgrounds and viewpoints but are bound together by a spirit of responsibility, and commitment to the citizens of Needham.

Although state statute defines a finance committee's role is "...to consider any and all municipal questions for the purpose of making reports to the Town." (Chapter 39, Section 16, MSGL), a town meeting member put it more succinctly — it's the Finance Committee's job "to poke around".

It is the Finance Committee's independence, diversity, and ability to "poke around", to interview department heads and others, to hold public meetings to insist on accountability and to ask the important "Why" and "What if" that enhances the deliberative democratic process.

At a time of mounting spending pressures and revenue restraints, the Finance Committee seeks to discharge its responsibility with a wisdom that comes from conscientious deliberation.



Nathan Cozzolino, High School Grade 9

FINANCE

Board of Assessors



Richard W. Finnegan, Chairman; Herbert L. Dodge, Not pictured: Thomas Mulhern, Henry Bertolon, Administrative Assessor

Purpose:

The Needham Board of Assessors' primary function is to determine the full and fair property value for every parcel of Real Estate in the Town. Along with that, the office evaluates the fair cash value of the Personal Property of all businesses. Additionally, we keep on hand vast amounts of data relating to motor vehicle excise taxes, real estate exemptions, betterments, deeds and town maps. The office is a source of interest to anyone seeking historical data relating to real estate dating back more than a century.

Budgetary Data:

| | | No. of Employees |
|-------------|------------|------------------|
| Salaries | \$177,380. | Full-Time 6 |
| Expenses | 9,000. | Part-Time 3 |
| Revaluation | 88,500. | (Elected) |

FY'90 Highlights:

During FY'90 re-inspection of all properties was completed. This was accomplished by several listers associated with the T.H. Payne Co. canvassing the Town and entering as many homes as possible. This newly acquired information will then be merged with the data on every parcel in order to re-assess the entire Town for FY'91.

Much of the work involving the reassessments will begin in FY'90 and continue into FY'91. This activity will be noticed by the presence of the revaluation team reviewing the entire community. This assessment should reflect market value as of January 1, 1990.

FY 1991 Forecast:

The task of doing a re-evaluation once more has come upon us. We will be working with several re-evaluation firms who will be collecting data and generating new values for FY'91 in a fair and equitable manner.

We intend to make extensive use of the new personal computer to make spreadsheets in order to analyze particular strengths and weaknesses found in the market. We can monitor all sales and study trends which hopefully can help a stabilized assessment.

FY'90 Property Values by Class

| Class of Property | Total Value | Proportion |
|-------------------------|-----------------|------------|
| Residential — all types | \$2,404,295,150 | 76.8% |
| Commercial | 481,418,260) | |
| Industrial | 200,046,930) | 23.2% |
| Personal Property | 46,224,000) | |
| Total of All Classes | \$3,131,984,340 | |

Levy - Total — FY'90 32,952,079 (up 11.8% over previous levy)



Alex Bona, Hillside School, Grade 5

Contributory Retirement Board



J. Darrison Sillesky, Evenly Poness, Thomas A. Welch II

| | No. of Employees |
|---------------------------|------------------|
| Salaries | \$35,480. |
| Expenses | 4,030. |
| Investments at Market | \$30,200,619. |
| Money Market Acct. - Cash | 100,456. |

Instituted in 1937, the Needham Retirement System is a member of the Massachusetts Contributory Retirement Systems and is governed by Chapter 32 of the Massachusetts General Laws. Membership in the plan is mandatory immediately upon commencement of employment for all permanent employees. The plan is a contributory defined benefit plan covering all town employees deemed eligible by the retirement board, with the exception of School Teachers whose pensions are administered by the Teachers Retirement Board.

The System provides for retirement allowance benefits up to a maximum of 80% of a members highest three year average annual rate of regular compensation. Benefit payments are based upon a member's age, length of creditable service, salary and group classification.

Members become vested after ten years of service. Normal retirement for most employees occurs at age 65 (for certain hazardous duty and public safety positions, normal retirement is at age 55).

Active members contribute either 5, 7, or 8% of their gross regular compensation. This is determined by the date upon which the employee enters the service of the town.

A retirement allowance consists of two parts, an annuity portion which represents a member's accumulated total deductions and a portion of the interest they generate and a pension portion. The difference between the total retirement benefit and the annuity is the pension. The average retirement benefit is 80 - 85% pension and 15 - 20% annuity.

The Town must annually appropriate and contribute the amount of current years' pensions as determined by the Public Employee Retirement Administration. In 1977, legislation authorized local governments to appropriate funds to meet future Pension obligations.

Needham was one of the few towns which took advantage of this legislation and set aside significant amounts to lessen the burden of future pension costs on the Taxpayers. The legislative body of the Town of Needham at the Annual Town Meeting held on May 1, 1988, approved the acceptance of Section 22D of Chapter 32 which allows for a Retirement System to accept a funding schedule. This schedule will allow the Needham Retirement System to fund on an actuarial basis rather than the now pay-as-you-go basis. This will result in a lower cost to the town.

The System is administered by a three person Board of Retirement consisting of an appointee of the Board of Selectmen, a member elected by the members in or retired from the service of such system, and a third member chosen by the other two members with the approval of the Commissioner of Public Employee Retirement Administration. The Board meets on the third Wednesday of each month.

Chapter 661 of the Acts of 1983 greatly enhanced the ability of Retirement Systems to improve their investment performance. One avenue of investment was the creation of the Pension Reserve Investment Trust. Needham opted in 1985 to join PRIT, which has proven to be a wise decision. The Needham Retirement Board had a rate of return of 16.84% for

alendar year 1989. The Annualized rate of return as of June 30, 1990 was 14.99%. This placed Needham at number 4 out of 107 retirement systems across the state.

Audits are completed annually by an independent audit firm and every three years by the audit division of the Public Employee Retirement Administration.

The Needham Retirement Board welcomed its newest member, Thomas A. Welch, elected by the membership of the system both active and retired. Mr. Welch serves as the employee representative to the Board.

Fiscal Year 1991 looks to be an exciting and productive year for the Needham Retirement system.

Finance Department



Carl F. Valente, Finance Director; Evelyn Jones, Treasurer and Tax Collector; Robert W. Burke, Data Processing Manager. Not pictured: John Krause, Comptroller

The Department of Finance consists of the Comptroller's Office, Treasurer/Collector, Benefits Coordinator, and Management Information Services (MIS). The Department performs all essential financial and information management functions for the Town, with the objective of maintaining and enhancing the public's confidence in the sound and professional manner in which the finances of their town government are administered. The Department is responsible for the overall financial management of the Town including: advising the Selectmen and the Finance Committee of the Town's financial condition, long-range planning, management of cash, debt management, risk management, worker's compensation, audit review and internal financial controls, benefits management for employees and retirees, and support of all aspects of the town's data processing operations.

The position of Town Comptroller was filled during the year after many months of exhausting search for a qualified person. The duties of this position were expanded to help fill the void caused by the combination of the Director of Finance and the Executive Secretary positions.

The Comptroller's Division and Treasurer/Collector are responsible for complying with a myriad of Municipal Finance laws and regulations as well as meeting the financial reporting requirements of the State and Federal Governments. These financial controls are essential in order to properly safeguard taxpayer dollars.

The Town also provides a variety of services to the Glover Hospital. This accounts for almost

25 percent of the activity in the Finance Department. For these services, the Glover Hospital reimbursed the Town's General Fund \$183,000 during the year.

The Town is fortunate that 98 percent of all property taxes are paid when due. With an aggressive approach to collecting delinquent tax payments, the Tax Collector was able to collect \$114,000 in penalties and interest. Finally, as a result of favorable interest rates and aggressive cash management by the Treasurer, the Town was able to earn \$680,000 in investment income for the Fiscal Year 1990. This income enhanced the Town's financial situation.

The MIS Division, in addition to providing all accounting functions for the Town, provides the School Department with a wide variety of student information required for State and Town reporting including automated class scheduling and report cards for the Pollard School and High School as well as daily attendance tracking for all public schools in Needham. Approximately 40 percent of the total resources in the MIS Division support the variety of data processing services provided to the School Department.

Budgetary Data:

| | | |
|----------------|------------|------------------------|
| Salaries | \$510,474. | Employees per Division |
| Expenses | 410,794. | Finance 2.5 |
| Capital Outlay | 5,650. | Comptroller 4 |
| Total | \$921,268. | Treasurer/Collector 5 |
| | | MIS 7 |
| | | Total 18.5 |

FY'90 Highlights:

While working within a budget that did not increase from the prior year, the Finance Department was able to accomplish the following objectives during fiscal year 1990.

- Implementation of a new quarterly water/sewer billing system using electronic scanning. This system has reduced staff time needed to process payments and lowered the Town's banking service costs.
- Implementation of new quarterly Real Estate billing system that also allows for quarterly payments with electronic scanning.
- Beginning of work on a Town-wide data processing needs assessment in preparation for the expiration of the current computer lease in June 1991.
- Continued training opportunities to all departments which want to improve the efficiency of their operations through the use of personal computers.
- Implementation of a Parking Ticket System that allows for better tracking of offenders and collection of fines.

FY'91 Objective:

- The entire Finance Department will be actively participating in a town-wide needs

assessment project in order to properly write a bid proposal to update or replace the Town's computer system at the end of its current contract in June 1991. All Town Departments now served by the MIS department will be involved to some extent in this major project.

Commissioners of Trust Funds



Robert W. Cutts, Gerard Swartz, Robert E. Kettley

The Commissioners of Trust Funds are elected for a three year term. Monthly meetings are held on the third Tuesday of each month.

The Commissioners are responsible for the administration of 44 Trusts. Investments and expenditures of monies within the terms of the Trusts are reviewed regularly with the assistance of the Town Treasurer.

The citizens of Needham continue to benefit from the generous gifts donated to Glover Memorial Hospital, Needham Public Library, Schools, Park and Recreation Commission, the Council on Aging and various Scholarship Awards. On behalf of the Town, the Commissioners express their gratitude to these generous donors.

The Trustees goal will be to maximize yield in keeping with prudent investments and still retain such liquidity as required by the terms of the Trusts.



Amada Gordon, High School, Grade 9

TOWN OF NEEDHAM, MASSACHUSETTS BALANCE SHEET ALL FUNDS EXCEPT ENTERPRISE FUND JUNE 30, 1990

ASSETS AND OTHER DEBITS:

CASH - NON-RESTRICTED:

| | |
|-------------------------|-----------|
| Petty Cash | \$ 2,622 |
| Checking - Non-Interest | 4,764 |
| NOW Accounts | 690,170 |
| Money Market Accounts | 6,679,744 |

CASH RESTRICTED:

| | |
|-----------------------|--------------------|
| Money Market Accounts | \$1,500,000 |
| TOTAL | \$8,877,300 |

TRUST FUNDS:

| | |
|-------------------|-------------|
| Cash & Investment | \$ 459, 846 |
|-------------------|-------------|

TAXES RECEIVABLE- DELINQUENT:

| | |
|-------------------|------------------|
| Personal Property | 14,055 |
| Real Estate | 654,959 |
| TOTAL | \$669,014 |

ACCOUNT RECEIVABLES:

| | |
|----------------------------|------------|
| Motor Vehicle Excise Taxes | \$ 196,681 |
| Deferred Real Estate Taxes | 161,333 |
| Tax Titles | 74,168 |
| Betterments | 109,744 |
| Other Departmental | 84,761 |
| Water | 323,427 |
| Sewer Services | 534,701 |

| | |
|---------------------|------------------|
| State Grant - Sewer | 11,400 |
| State Grant - Water | 69,501 |
| Property Damage | 2,100 |
| TOTAL | 1,567,724 |

OTHER RECEIVABLES:

| | |
|--------------------|------------------|
| Chapter 90 Highway | \$ 18,569 |
| TOTAL | \$ 18,569 |

OTHER ASSETS:

| | |
|---------------------------|------------------|
| Vacations Paid In Advance | 19,558 |
| TOTAL | \$ 19,558 |

PROVISION FOR PAYMENT OF LOAN

0

TOTAL ASSETS AND OTHER DEBTS \$11,612,010

LIABILITIES:

| | |
|-------------------------|-------------|
| Warrants Payable | \$1,835,800 |
| Agency Payables | 132,737 |
| Temporary Notes-Bans | 0 |
| Temporary Notes-Highway | 0 |

| | |
|-----------------------------|--------------------|
| Deposits on Bids | 525 |
| Ridge Hill Deposits | 17,820 |
| Reserve for Uncashed Checks | 72,201 |
| Other Liabilities | 310 |
| Inter Fund Payable | 170 |
| TOTAL | \$2,059,963 |

TRUST FUNDS:

| | |
|--------------|------------------|
| School | \$ 37,054 |
| Library | 187,592 |
| All Other | 235,201 |
| TOTAL | \$459,846 |

RESERVES:

| | |
|------------------------------------|--------------------|
| Revenue Deferred Until Collected | \$1,667,073 |
| Revenue Reserved for Appropriation | 206,019 |
| Employer Health Insurance | (87,679) |
| Overlay Surplus | 20,000 |
| TOTAL | \$1,805,413 |

FUND BALANCES RESERVED/ DESIGNATED:

| | |
|----------------------------------|--------------------|
| Designated - Revolving Funds | \$ 272,167 |
| Designated - State Grants | 682,718 |
| Designated - Private Grants | 162,985 |
| Designated - Federal Funds | 8,883 |
| Designated - Revenue Sharing | 295 |
| Designated for Abatements | 156,978 |
| Des. for Over/Under Assessment | 26,061 |
| Res. for Continued Appropriation | 1,364,865 |
| Reserved for Expenditure | 1,411,000 |
| Reserved for Stabilization | 41,211 |
| Reserved for Encumbrances | 1,313,890 |
| TOTAL | \$5,441,053 |

UNRESERVED FUND BALANCE: \$1,845,734

**TOTAL LIABILITIES AND
FUND BALANCES** \$11,612,010

TOWN OF NEEDHAM
STATEMENT OF APPROPRIATIONS AND EXPENDITURES
YEAR ENDED JUNE 30, 1990

FINANCE

| | Approp. Continued from FY'89 | Current Approp. | Transfers and/or Receipts | Less: Continued Approp. to FY 1991 | Total Avail. for Expend. | Expended Disburse. | Expended Open Encumb. | Expended Total | Unexpended Return to Surplus |
|------------------------------|------------------------------------|---------------------|---------------------------------|---|--------------------------------|-----------------------|-----------------------------|---------------------|------------------------------------|
| Summary: | | | | | | | | | |
| General Government: | | | | | | | | | |
| Administration | \$ 864,671 | \$ 5,874,808 | \$ 52,000 | \$ 1,488,255 | \$ 5,303,223 | \$ 5,224,607 | \$ 38,928 | \$ 5,263,535 | \$ 39,689 |
| Finance | 221,790 | 12,275,433 | (239,959) | 163,123 | 11,994,141 | 11,574,272 | 140,012 | 11,714,284 | 279,857 |
| Public Safety | 30,115 | 6,065,866 | 64,756 | 66,230 | 6,094,507 | 6,008,716 | 18,919 | 6,027,635 | 66,872 |
| Public Facilities | 652,297 | 6,811,491 | 93,348 | 475,825 | 7,081,310 | 6,847,723 | 180,221 | 7,027,944 | 53,366 |
| Human Services | 0 | 588,564 | 23,956 | 0 | 622,520 | 573,321 | 22,972 | 596,293 | 26,226 |
| Planning & Development | 3,650 | 90,343 | 300 | 1,227 | 93,066 | 87,600 | 325 | 87,925 | 5,141 |
| Cultural & Leisure Ser. | 76,320 | 1,111,879 | 5,600 | 69,704 | 1,124,095 | 1,100,782 | 14,657 | 1,115,439 | 8,656 |
| Education | 505,785 | 21,097,387 | 0 | 500 | 21,602,672 | 20,844,734 | 741,734 | 21,586,696 | 15,976 |
| Grand Total | \$ 2,354,628 | \$53,925,770 | \$ 0 | \$ 2,364,534 | \$53,915,982 | \$52,261,982 | \$1,157,769 | \$53,419,751 | \$ 495,783 |
| Board of Selectmen | | | | | | | | | |
| Salaries | | \$ 176,378 | | | \$ 176,378 | \$ 170,581 | 0 | 170,581 | \$ 5,797 |
| Telephone Charges | | 70,338 | 5,000 | 5,000 | 70,338 | 70,050 | 0 | 70,050 | 288 |
| Expenses | | 78,983 | | | 78,983 | 64,074 | 3,961 | 68,035 | 10,948 |
| Town Meeting | | 10,500 | 5,000 | | 15,500 | 14,345 | 0 | 14,345 | 1,155 |
| Capital Outlay | | 5,200 | | | 5,200 | 3,376 | 1,500 | 4,876 | 324 |
| | 0 | \$ 342,399 | \$ 10,000 | \$ 5,000 | \$ 322,426 | \$ 322,426 | 5,461 | 327,887 | 18,512 |
| Miscellaneous | | | | | | | | | |
| Street Lighting | | \$ 350,000 | (7,000) | | \$ 343,000 | \$ 342,994 | 0 | \$ 342,994 | \$ 6 |
| Garbage Removal | | 94,500 | | | 94,500 | 94,500 | 0 | 90,500 | 0 |
| Parking Fac. Comm. a04 STM86 | \$ 10 | | \$ 10 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | 0 |
| Fire Sta. #2 Renov. | 0 | 1,248,000 | | 96,614 | 1,151,386 | 1,151,386 | 0 | 1,151,386 | 0 |
| Fire Sta. #2 Rehab. | 19,001 | 379,000 | | 397,716 | 285 | 285 | 285 | 285 | 0 |
| MBTA Planning a10-1974STM | 7,802 | | | 7,802 | 0 | 0 | 0 | 0 | 0 |
| MBTA Planning a2-1979STM | 102 | | | 102 | 0 | 0 | 0 | 0 | 0 |
| Parking Study Comm. | 1,233 | | | 1,233 | 0 | 0 | 0 | 0 | 0 |
| Gov't. Review Comm. | 6,738 | | | 0 | 6,738 | 6,738 | 0 | 0 | 0 |
| Fire/Police Hq. | 829,786 | 3,108,000 | | 979,779 | 2,958,007 | 2,935,090 | 22,917 | 2,958,007 | 0 |
| | \$ 864,671 | 5,179,500 | (7,000) | \$ 1,483,255 | \$ 4,553,915 | \$ 4,530,993 | 22,917 | \$ 4,553,910 | 0 |
| Town Clerk | | | | | | | | | |
| Salaries | | \$ 69,382 | | | \$ 69,382 | \$ 69,349 | 0 | \$ 69,349 | 33 |
| Expenses | | 3,510 | | | 3,510 | 3,400 | 0 | 3,400 | 110 |
| Travel Out of State | | 0 | | | 0 | 0 | 0 | 0 | 0 |
| | \$ 0 | \$ 72,892 | \$ 0 | \$ 0 | \$ 72,892 | \$ 72,749 | \$ 0 | \$ 72,749 | 143 |
| Board of Registrars | | | | | | | | | |
| Salaries | | \$ 43,192 | | | \$ 43,192 | \$ 43,196 | 0 | \$ 43,186 | 0 |
| Expenses | | 13,290 | 2,000 | | 15,290 | 11,822 | 550 | 12,372 | 2,910 |
| Tellers and Canvassers | | 6,405 | 7,000 | | 13,405 | 12,216 | 0 | 12,216 | 1,190 |
| Capital Outlay | | 895 | | | 895 | 895 | 0 | 895 | 0 |
| | \$ 0 | \$ 63,782 | \$ 9,000 | \$ 0 | \$ 72,782 | \$ 68,118 | 550 | \$ 68,668 | 4,114 |
| Legal | | | | | | | | | |
| Salaries | | \$ 41,148 | | | \$ 41,148 | \$ 41,148 | 0 | \$ 41,148 | 0 |
| Expenses | | 4,700 | | | 4,700 | 3,847 | 0 | 3,847 | 853 |
| Special Fees | | 80,000 | 40,000 | | 120,000 | 119,371 | 0 | 119,371 | 629 |
| | \$ 0 | \$ 125,848 | \$ 40,000 | \$ 0 | \$ 165,848 | \$ 164,366 | 0 | \$ 164,366 | 1,482 |
| Personnel | | | | | | | | | |
| Salaries | | \$ 65,016 | | | \$ 65,016 | \$ 50,383 | 0 | \$ 50,383 | 14,633 |
| Expenses | | 26,371 | | | 26,371 | 15,573 | 10,000 | 25,573 | 798 |
| Capital Outlay | | 0 | | | 0 | 0 | 0 | 0 | 0 |
| | \$ 0 | \$ 91,387 | \$ 0 | \$ 0 | \$ 91,387 | \$ 65,955 | 10,000 | \$ 75,955 | 15,432 |
| Assessors | | | | | | | | | |
| Salaries | | \$ 177,380 | | | \$ 177,380 | \$ 169,199 | 0 | \$ 169,199 | \$ 8,181 |
| Expenses | | 9,000 | | | 9,000 | 5,066 | 0 | 5,066 | 3,934 |
| Revaluation Update | | 88,500 | 6,000 | | 94,500 | 33,822 | 60,678 | 94,500 | 0 |
| Capital Outlay | | 0 | | | 0 | 0 | 0 | 0 | 0 |
| | \$ 0 | \$ 274,880 | \$ 6,000 | \$ 0 | \$ 280,880 | \$ 208,087 | 60,678 | \$ 268,765 | 12,115 |

FINANCE

TOWN OF NEEDHAM STATEMENT OF APPROPRIATIONS AND EXPENDITURES YEAR ENDED JUNE 30, 1990

| | Approp. Continued from FY'89 | Current Approp. | Transfers and/or Receipts | Less: Continued Approp. to FY 1991 | Total Avail. for Expend. | Expended Disburse. | Expended Open Encumb. | Expended Total | Unexpended Return to Surplus |
|------------------------------------|------------------------------------|--------------------|---------------------------------|---|--------------------------------|-----------------------|-----------------------------|-------------------|------------------------------------|
| Department of Finance | | | | | | | | | |
| 33 Salaries | \$ 6,112 | \$ 541,000 | \$ (15,000) | | \$ 532,112 | \$ 464,130 | \$ 0 | \$ 464,130 | 67,982 |
| 34 Audit | | 83,500 | | | 83,500 | 81,057 | 1,500 | 83,357 | 143 |
| 35 Out of State Travel | | 1,200 | | | 1,200 | 0 | 0 | 0 | 1,200 |
| 36 Expenses | | 431,976 | | | 431,976 | 357,785 | 41,369 | 390,154 | 32,822 |
| 37 Capital Outlay | | 27,500 | | | 27,500 | 3,981 | 22,465 | 26,446 | 1,054 |
| 437 Stab. Fund/Bond Issue Exp. | 60,000 | 6,000 | | 16,329 | 49,671 | 49,671 | 0 | 49,671 | 0 |
| 7 Insurance General | 63,837 | 588,000 | | 50,949 | 600,888 | 600,888 | 0 | 60,888 | 0 |
| 8 Group Health & Life Ins. | 0 | 2,507,500 | 74,000 | 57,509 | 2,523,991 | 2,523,991 | 0 | \$ 2,523,991 | 0 |
| 9 Workers' Compensation | 22,213 | 429,000 | (25,000) | 10,163 | 416,050 | 416,050 | 0 | 416,050 | 0 |
| 10 Property and Casualty | 37,168 | 12,000 | | 44,350 | 4,818 | 4,818 | 0 | 4,818 | 0 |
| 11 Public Safety Medical | 21,175 | 72,000 | | 18,695 | 74,480 | 74,480 | 0 | 74,480 | 0 |
| 13 Unemployment Ins. | 10,585 | 30,000 | 20,000 | | 60,585 | 45,960 | 14,000 | \$ 59,960 | 624 |
| fin | \$ 221,090 | \$ 4,729,676 | \$ 54,000 | \$ 197,995 | \$ 4,806,771 | \$ 4,623,612 | \$ 79,334 | \$ 4,702,946 | \$ 103,825 |
| Debt and Interest | | | | | | | | | |
| 46 Debt Exclusion | | \$ 2,727,470 | | \$ 64,428 | \$ 2,663,042 | \$ 2,663,042 | \$ 0 | \$ 2,663,042 | \$ 0 |
| 44 Maturing Bonds | | 985,000 | | | 985,000 | 985,000 | 0 | 985,000 | 0 |
| 45 Bond Interest | | 306,544 | | | 306,544 | 193,350 | 0 | 193,350 | 113,194 |
| fin | \$ 0 | \$ 4,019,014 | \$ 0 | \$ 64,428.02 | \$ 3,841,392 | \$ 3,841,392 | \$ 0 | \$ 3,841,392 | \$ 113,194 |
| Finance Committee | | | | | | | | | |
| 49 Salaries | | \$ 11,345 | | | \$ 11,345 | \$ 7,564 | \$ 0 | \$ 7,564 | \$ 3,781 |
| 50 Expenses | | 700 | | | 700 | 628 | 0 | 628 | 73 |
| 51 Reserve Fund | | \$ 300,000 | (299,959) | | 41 | 0 | 0 | 0 | 41 |
| 305 Human Services a5-1983stm | \$ 200 | | | \$ 200 | 0 | 0 | 0 | 0 | 0 |
| 335 Communications a56-1983tm | 500 | | | 500 | 0 | 0 | 0 | 0 | 0 |
| fin | \$ 700 | \$ 312,045 | (299,959) | \$ 700 | \$ 12,086 | \$ 8,191 | \$ 0 | \$ 8,191 | \$ 3,895 |
| Contributory Retirement | | | | | | | | | |
| 52 Salaries | | \$ 37,248 | | | \$ 37,248 | \$ 35,480 | \$ 0 | \$ 35,480 | \$ 1,768 |
| 53 Contributions | | 2,676,240 | | | 2,676,240 | 2,652,689 | 0 | 2,652,689 | 23,551 |
| 54 Expenses | | 4,030 | | | 4,030 | 4,030 | 0 | 4,030 | 0 |
| fin | \$ 0 | \$ 2,717,518 | \$ 0 | \$ 0 | \$ 2,717,518 | \$ 2,692,199 | \$ 0 | \$ 2,692,199 | \$ 25,319 |
| Non-contributory Retirement | | | | | | | | | |
| 56 Chapter 32 Retirements | | \$ 222,300 | | | \$ 222,300 | \$ 200,791 | \$ 0 | \$ 200,791 | \$ 21,509 |
| fin | \$ 0 | \$ 222,300 | \$ 0 | \$ 0 | \$ 222,300 | \$ 200,791 | \$ 0 | \$ 200,791 | \$ 21,509 |
| Stabilization Fund | | | | | | | | | |
| 520 Article 49/1985 tm | | | | | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| fin | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| Education | | | | | | | | | |
| 58 Salaries | | \$15,724,105 | (348,500) | | \$15,375,605 | \$15,367,824 | \$ 0 | \$15,367,824 | \$ 7,781 |
| 59 Administration | | 112,785 | (1,000) | | 111,785 | 110,017 | 1,482 | 111,499 | 286 |
| 60 Instruction | | 806,717 | 231,500 | | 1,038,217 | 898,471 | 135,626 | 1,034,097 | 4,120 |
| 61 Other School Services | | 93,193 | 6,000 | | 99,193 | 92,904 | 6,277 | 99,182 | 11 |
| 63 Pupil Transportation | | 694,485 | (38,000) | | 656,485 | 656,038 | 0 | 656,038 | 447 |
| 64 Operation and Maint. | | 953,300 | 137,233 | | 1,090,533 | 989,259 | 101,006 | 1,090,266 | 267 |
| 65 Community Service | | 82,325 | | | 82,325 | 82,325 | 0 | 82,325 | 0 |
| 67 Tuitions | | 1,124,529 | (366,000) | | 758,529 | 756,469 | 1,082 | 757,551 | 978 |
| 68 Out of State Travel | | 4,500 | | | 4,500 | 4,500 | 0 | 4,500 | 0 |
| 71 Capital Outlay | | 420,000 | | | 810,000 | 348,124 | 348,124 | 459,791 | 2,085 |
| 72 Vocational Education | | 396,448 | (11,233) | | 385,215 | 385,215 | 0 | 385,215 | 0 |
| 317 High Schl. Renov./Art.14 | \$ 505,285 | | | | 505,285 | 505,285 | 0 | 505,285 | 0 |
| 704 Asbestos Removal | | 685,000 | | | 685,000 | 648,530 | 36,470 | 685,000 | 0 |
| 575 Future School Need a36-1980 | 500 | | | 500 | 0 | 0 | 0 | 0 | 0 |
| edu | \$ 505,785 | \$21,097,387 | \$ 0 | \$ 500 | \$21,602,672 | \$20,844,962 | \$ 741,734 | \$21,586,696 | \$ 15,976 |
| Police | | | | | | | | | |
| 73 Salaries, regular | | \$ 1,960,125 | | | \$ 1,960,125 | \$ 1,942,357 | \$ 0 | \$ 1,942,357 | \$ 17,760 |
| 74 Salaries, overtime | | 262,013 | 37,000 | | 299,013 | 292,372 | 0 | 292,372 | 6,641 |
| 75 Educ. and Career Incentive | | 9,825 | 2,756 | | 12,177 | 12,177 | 0 | 12,177 | 404 |
| 76 Inservice Training | | 48,803 | | | 94,803 | 32,338 | 0 | 32,338 | 15,465 |
| 77 Capital Outlay | | 94,853 | | | 94,853 | 93,900 | 0 | 93,900 | 957 |

TOWN OF NEEDHAM
STATEMENT OF APPROPRIATIONS AND EXPENDITURES
YEAR ENDED JUNE 30, 1990

FINANCE

| | Approp. Continued from FY'89 | Current Approp. | Transfers and/or Receipts | Less: Continued Approp. to FY 1991 | Total Avail. for Expend. | Expended Disburse. | Expended Open Encumb. | Expended Total | Unexpended Return to Surplus |
|----------------------------------|------------------------------------|--------------------|---------------------------------|---|--------------------------------|-----------------------|-----------------------------|-------------------|------------------------------------|
| Police (cont.) | | | | | | | | | |
| 78 Travel Out of State | | \$ 500 | | | \$ 500 | \$ 0 | \$ 0 | \$ 0 | \$ 500 |
| 79 Auto Maintenance | | 25,915 | | | 25,915 | 25,717 | 0 | 25,717 | 198 |
| 80 Building Maintenance | | 9,400 | | | 9,400 | 9,378 | 0 | 9,378 | 22 |
| 81 Communications | \$ | 23,307 | | | 23,307 | 22,978 | 0 | 22,978 | 329 |
| 82 Operating Expenses | | 94,279 | | | 94,279 | 79,300 | 14,769 | 94,069 | 210 |
| 84 Uniforms | | 38,825 | | | 38,825 | 35,053 | 2,700 | 37,753 | 1,072 |
| 85 Crime Check Comm. | | 0 | | | 0 | 0 | 0 | 0 | 0 |
| 86 Animal Control | | 2,500 | | | 2,500 | 992 | 1,450 | 2,442 | 58 |
| 87 FBI Academy | | 500 | | 0 | 500 | 0 | 0 | 0 | 500 |
| | \$ 0 | \$ 2,570,845 | \$ 39,756 | \$ 0 | \$ 2,610,601 | \$ 2,546,562 | \$ 18,919 | \$ 2,565,481 | \$ 45,120 |
| Fire | | | | | | | | | |
| 88 Salaries, regular | \$ 2,871 | \$ 2,476,910 | | \$ 66,000 | \$ 2,513,197 | \$ 2,413,197 | \$ 0 | \$ 2,413,197 | \$ 584 |
| 89 Salaries, overtime | 717 | 445,000 | \$ 25,000 | | 470,717 | 467,861 | 0 | 467,861 | 2,856 |
| 90 Educ. and Career Incentive | | 25,000 | | | 25,000 | 20,385 | 0 | 20,385 | 4,615 |
| 91 Inservice Training | | 92,000 | | | 92,000 | 91,433 | 0 | 91,433 | 567 |
| 92 Capital Outlay | | 40,000 | | | 40,000 | 40,000 | 0 | 39,674 | 326 |
| 93 Travel Out of State | | 1,000 | | | 1,000 | 941 | 0 | 941 | 59 |
| 94 Building Maintenance | | 76,168 | | | 76,168 | 71,538 | 0 | 71,538 | 4,630 |
| 95 Equipment and Supplies | | 131,610 | | | 131,610 | 130,123 | 0 | 130,123 | 1,487 |
| 96 Service Expenses | | 0 | | | 0 | 0 | 0 | 0 | 0 |
| 97 Equipment Maintenance | | 0 | | | 0 | 0 | 0 | 0 | 0 |
| 139 Leased Equipment | | 0 | | | 0 | 0 | 0 | 0 | 0 |
| 182 Salaries O.T.-Alarm Div. | | 10,000 | | | 10,000 | 4,936 | 0 | 4,936 | 5,064 |
| 699 Fire Vehicle | | 49,000 | | 101 | 48,819 | 48,819 | 0 | 48,819 | 0 |
| 689 Fire Engine & Equip. | 26,470 | | | | 26,478 | 26,478 | 0 | 26,478 | 0 |
| 690 Ambulance | 49 | | | 49 | 0 | 0 | 0 | 0 | 0 |
| | \$ 30,115 | \$ 3,346,688 | \$ 25,000 | \$ 66,230 | \$ 3,335,573 | \$ 3,315,384 | \$ 0 | \$ 3,315,384 | \$ 20,189 |
| Civil Defense | | | | | | | | | |
| 98 Salaries | | \$ 2,000 | | | \$ 2,000 | \$ 2,000 | \$ 0 | \$ 2,000 | \$ 0 |
| 99 Expenses | | 16,746 | | | 16,746 | 15,852 | 0 | 15,852 | 894 |
| 100 Capital Outlay | | 0 | | | 0 | 0 | 0 | 0 | 0 |
| | \$ 0 | \$ 18,746 | \$ 0 | \$ 0 | \$ 18,746 | \$ 17,852 | \$ 0 | \$ 17,852 | \$ 894 |
| Building | | | | | | | | | |
| 101 Salaries | | \$ 116,176 | | | \$ 116,176 | \$ 115,766 | \$ 0 | \$ 115,766 | \$ 410 |
| 102 Expenses | | 3,730 | | | 3,730 | 3,698 | 0 | 3,698 | 32 |
| 103 Capital Outlay | | 1,000 | | | 1,000 | 979 | 0 | 979 | 21 |
| | \$ 0 | \$ 120,906 | \$ 0 | \$ 0 | \$ 120,444 | \$ 120,444 | \$ 0 | \$ 120,444 | \$ 462 |
| Sealer of Weights | | | | | | | | | |
| 104 Salaries | | \$ 6,941 | | | \$ 6,941 | \$ 6,941 | \$ 0 | \$ 6,941 | \$ 0 |
| 105 Expenses | | 1,740 | | | 1,740 | 1,533 | 0 | 1,533 | 207 |
| | \$ 0 | \$ 8,681 | \$ 0 | \$ 0 | \$ 8,474 | \$ 8,474 | \$ 0 | \$ 8,474 | \$ 207 |
| Public Works Admin. | | | | | | | | | |
| 106 Salaries | | \$ 162,593 | 500 | | \$ 163,970 | \$ 162,970 | \$ 0 | \$ 162,970 | \$ 123 |
| 107 Expenses | | 7,460 | | | 7,460 | 7,364 | 0 | 7,364 | 97 |
| 108 Travel Out of State | | 1,200 | | | 1,200 | 1,200 | 0 | 1,200 | 0 |
| | \$ 0 | \$ 171,253 | \$ 500 | \$ 0 | \$ 171,753 | \$ 171,534 | \$ 0 | \$ 171,534 | \$ 219 |
| Public Works Engineering | | | | | | | | | |
| 109 Salaries | | \$ 249,675 | | | \$ 249,675 | \$ 248,290 | \$ 0 | \$ 248,290 | \$ 1,385 |
| 110 Expenses | | 5,085 | | | 5,085 | 5,070 | 0 | 5,070 | 15 |
| | \$ 0 | \$ 254,760 | \$ 0 | \$ 0 | \$ 254,760 | \$ 253,360 | \$ 0 | \$ 253,360 | \$ 1,400 |
| Public Works Garage | | | | | | | | | |
| 111 Salaries | | \$ 179,435 | (17,000) | | \$ 162,435 | \$ 157,495 | \$ 0 | \$ 157,495 | \$ 4,940 |
| 112 Expenses | | 102,885 | | | 102,885 | 101,522 | 0 | 101,522 | 1,363 |
| 113 Equipment Replacement | | 399,500 | | | 399,500 | 242,626 | 155,325 | 397,951 | 1,549 |
| 681 Roof Repair Art. 17/88tm | | | | | | | | | |
| | \$ 0 | \$ 681,820 | \$ (17,000) | \$ 0 | \$ 664,820 | \$ 501,643 | \$ 155,968 | \$ 656,968 | \$ 7,852 |
| Public Works Highway | | | | | | | | | |
| 114 Salaries | | \$ 538,059 | 14,000 | | \$ 552,059 | \$ 544,927 | \$ 0 | \$ 544,927 | \$ 7,132 |
| 115 Salaries-Parking Meters | | 36,000 | | | 36,000 | 36,000 | 0 | 36,000 | 0 |
| 116 Expenses | | 1,102,000 | | | 1,102,000 | 1,088,036 | 13,249 | \$ 1,101,285 | \$ 715 |

FINANCE

TOWN OF NEEDHAM STATEMENT OF APPROPRIATIONS AND EXPENDITURES YEAR ENDED JUNE 30, 1990

| | Approp. Continued from FY'89 | Current Approp. | Transfers and/or Receipts | Less: Continued Approp. to FY 1991 | Total Avail. for Expend. | Expended Disburse. | Expended Open Encumb. | Expended Total | Unexpended Return to Surplus |
|--------------------------------------|------------------------------------|--------------------|---------------------------------|---|--------------------------------|-----------------------|-----------------------------|-------------------|------------------------------------|
| Public Works Highway (cont.) | | | | | | | | | |
| 229 State Aid Contract 33585 | \$ 0 | \$ 9,000 | | | \$ 9,000 | \$ 9,000 | \$ 0 | \$ 9,000 | \$ 0 |
| 222 State Aid Contract 32100 | 0 | | | | 0 | 0 | 0 | 0 | 0 |
| 223 State Aid Contract 32386 | 0 | | | | 0 | 0 | 0 | 0 | 0 |
| 224 State Aid Contract 32387 | 0 | | | | 0 | 0 | 0 | 0 | 0 |
| 226 State Aid Contract 33165 | 9,457 | | | \$ 9,457 | 0 | 0 | 0 | 0 | 0 |
| 227 State Aid Contract 33165 | 0 | | | | 0 | 0 | 0 | 0 | 0 |
| 228 State Aid Chap. 335/1982 | 0 | | | | 0 | 0 | 0 | 0 | 0 |
| 337 San. Landfill Close/a18 | 50,000 | | | 22,716 | 27,284 | 27,284 | 0 | 27,284 | 0 |
| 347 Central Ave. Br. Des. a19 | 24,979 | | | 13,182 | 11,797 | 11,797 | 0 | 11,797 | 0 |
| 387 Con. Trans. Sta./a26 | 0 | | | | 0 | 0 | 0 | 0 | 0 |
| 397 Cons. Several Rds. a30 | 0 | | | | 0 | 0 | 0 | 0 | 0 |
| 403 Sanitary Landfill a16 84tm | 0 | | | | 0 | 0 | 0 | 0 | 0 |
| 510 Sanitray Landfill a13 85tm | 0 | | | | 0 | 0 | 0 | 0 | 0 |
| 529 Sanitary Landfill a23 86atm | 37,187 | | | 9,966 | 27,221 | 27,221 | 0 | 27,221 | (0) |
| 528 Pollard School Generator | 0 | | | | 0 | 0 | 0 | 0 | 0 |
| 518 Handicapped Access a24 85tm | 0 | | | | 0 | 0 | 0 | 0 | 0 |
| 521 Kendrick St. Bridge a5 86stm | 0 | | | | 0 | 0 | 0 | 0 | 0 |
| 596 Kendrick St. Bridge a6 s88 | 13,841 | | | 13,671 | 170 | 170 | 0 | 0 | 0 |
| 597 Dedham Ave./a7/stm88 | 6,008 | | | 6,088 | 0 | 0 | 0 | 0 | 0 |
| 598 Dis. Area Tran. Sta./a1 s88 | 14,701 | | | 8,748 | 6,033 | 6,033 | 0 | 6,033 | 0 |
| 682 Traffic Signal Control | 0 | 40,000 | | 40,000 | 0 | 0 | 0 | 0 | 0 |
| 683 Close Landfill-Art. 20 88atm | 32,671 | | | 25,340 | 7,331 | 7,331 | 0 | 7,331 | 0 |
| 688 Traffic Control-Art. 27 88atm | 134,838 | | | 50,957 | 83,880 | 83,880 | 0 | 83,880 | 0 |
| fac | \$323,840 | \$ 1,725,059 | 14,000 | \$200,124 | \$ 1,862,775 | \$ 1,841,680 | 13,249 | \$ 1,854,928 | 7,847 |
| Public Works-Park | | | | | | | | | |
| 117 Salaries | | \$ 417,573 | (16,000) | | \$ 401,573 | \$ 397,079 | \$ 0 | \$ 397,079 | 4,494 |
| 118 Expenses | | 98,005 | | | 98,805 | 97,011 | 198 | \$ 97,209 | 1,494 |
| 119 Capital Outlay | | 0 | | | 0 | 0 | 0 | 0 | 0 |
| fac | \$ 0 | \$ 516,378 | (16,000) | \$ 0 | \$ 500,090 | \$ 494,090 | 198 | \$ 494,287 | 6,091 |
| Public Works-Sewer | | | | | | | | | |
| 120 Salaries | \$ | \$ 409,897 | (10,000) | \$ | \$ 399,897 | \$ 393,931 | \$ 0 | \$ 393,931 | 5,966 |
| 121 Expenses | | 111,400 | 20,000 | | 131,400 | 131,226 | 0 | 131,226 | 174 |
| 122 House Connections | | 0 | | | 0 | 0 | 0 | 0 | 0 |
| 180 Mass. W.R. Auth. | | 1,554,039 | | | 1,554,039 | 1,554,039 | 0 | 1,554,039 | 0 |
| 250 Sewer System evaluation | 1,554 | | | 1,554 | 0 | 0 | 0 | 0 | 0 |
| 357 Sewer Sys. Rehab./a20 88 | 96 | 40,965 | | 20,142 | 20,919 | 20,919 | 0 | 20,919 | 0 |
| 367 Sewer Const./a21/88 | 0 | | | | 0 | 0 | 0 | 0 | 0 |
| 404 Great Plain Sewer a17 84tm | 4,526 | | | | 4,526 | 4,526 | 0 | 4,526 | 0 |
| 511 West Street Piping a14 85tm | 5,000 | | | 5,000 | 0 | 0 | 0 | 0 | 0 |
| 512 Reservoir St. Pump a15 85tm | 6,217 | | | 6,217 | 0 | 0 | 0 | 0 | 0 |
| 513 Pump Station a16 85tm | 0 | | | | 0 | 0 | 0 | 0 | 0 |
| 523 West St. Sewer, a16 86atm | 25,000 | | | 25,000 | 0 | 0 | 0 | 0 | 0 |
| 524 Kendrick St., a17, 86atm | 9,093 | | | 9,093 | 0 | 0 | 0 | 0 | 0 |
| 686 Storm Drains, Art.23 88atm | 16,458 | | | 7,527 | 8,931 | 8,931 | 0 | 8,931 | 0 |
| 526 Storm drains, a19, 86atm | 0 | | | | 0 | 0 | 0 | 0 | 0 |
| 685 Sewer Main Cstr./Art.22 88atm | 169,520 | 225,000 | | 54,847 | 339,673 | 339,673 | 0 | 339,673 | (0) |

TOWN OF NEEDHAM
STATEMENT OF APPROPRIATIONS AND EXPENDITURES
YEAR ENDED JUNE 30, 1990

FINANCE

| | Approp. Continued from FY'89 | Current Approp. | Transfers and/or Receipts | Less: Continued Approp. to FY 1991 | Total Avail. for Expend. | Expended Disburse. | Expended Open Encumb. | Expended Total | Unexpended Return to Surplus |
|--|------------------------------------|--------------------|---------------------------------|---|--------------------------------|-----------------------|-----------------------------|-------------------|------------------------------------|
| Public Works-Sewer (cont.) | | | | | | | | | |
| 684 Sewer Sys. Rehab. Art. 21/88atm | \$ 169,520 | \$ 99,804 | | \$ 100,000 | \$ (0) | \$ 0 | \$ 0 | \$ 0 | (0) |
| | \$ 237,659 | \$ 2,441,105 | \$ 10,000 | \$ 229,380 | \$ 2,459,385 | \$ 2,453,244 | \$ 0 | \$ 2,453,244 | \$ 6,141 |
| Public Works-Snow | | | | | | | | | |
| 123 Overtime Salaries | \$ | \$ 60,000 | \$ 40,000 | | \$ 100,000 | \$ 95,755 | \$ 0 | \$ 95,755 | \$ 4,245 |
| 124 Expenses | | 90,000 | 63,500 | | 153,500 | 148,977 | 4,050 | 153,027 | 473 |
| | \$ 0 | \$ 150,000 | \$ 103,500 | \$ 0 | \$ 253,500 | \$ 244,731 | \$ 4,050 | \$ 248,781 | \$ 4,719 |
| Public Works-Water | | | | | | | | | |
| 125 Salaries | \$ | \$ 409,134 | (15,000) | \$ | \$ 394,134 | \$ 389,574 | \$ 0 | \$ 389,574 | \$ 4,500 |
| 126 Expenses | | 248,730 | | | 248,730 | 248,721 | 0 | 248,721 | 9 |
| 127 Main Ext./New Services | | 20,000 | | | 20,000 | 20,000 | 0 | 20,000 | 0 |
| 181 Mass. W.R. Auth. | | 119,659 | | | 119,659 | 119,659 | 0 | 119,659 | 0 |
| 377 Water Main Rehab. a23/88a | | | | | 0 | 0 | 0 | 0 | 0 |
| 405 Char. Riv. Wat. Sta. a18/84 | 20,000 | | | 20,000 | 0 | 0 | 0 | 0 | 0 |
| 515 Water Main Rehab. a18, 85tm | 0 | | | | 0 | 0 | 0 | 0 | 0 |
| 687 Rehab. Water Sys. Art. 24/88atm | 70,798 | 36,348 | 13,348 | 26,321 | 94,171 | 73,424 | 7,400 | 80,824 | 13,348 |
| | \$ 90,798 | \$ 833,871 | \$ (1,653) | \$ 46,321 | \$ 876,694 | \$ 851,377 | \$ 7,400 | \$ 858,777 | \$ 17,917 |
| Minibus | | | | | | | | | |
| 128 Salaries | \$ | \$ 11,345 | \$ | \$ | \$ 11,345 | \$ 11,345 | \$ 0 | \$ 11,345 | \$ 0 |
| 129 Expenses | | 1,500 | | | 1,500 | 319 | 0 | 319 | 1,181 |
| 130 Bus Contract | | 24,400 | | | 24,400 | 24,400 | 0 | 24,400 | 0 |
| | \$ 0 | \$ 37,245 | \$ 0 | \$ 0 | \$ 37,245 | \$ 36,064 | \$ 0 | \$ 36,064 | \$ 1,181 |
| Hospital | | | | | | | | | |
| | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| Board of Health | | | | | | | | | |
| 135 Salaries | \$ | \$ 166,527 | \$ | \$ | \$ 166,527 | \$ 162,870 | \$ 0 | \$ 162,870 | \$ 3,657 |
| 136 Capital Outlay | | 0 | | | 0 | 0 | 0 | 0 | 0 |
| 137 Travel Out of State | | 500 | | | 500 | 0 | 0 | 0 | 500 |
| 138 Expenses | | 36,000 | 15,500 | | \$ 51,500 | 29,510 | 45,596 | 5,904 | 5,904 |
| 141 Mental Health | | 74,198 | | | 74,198 | 74,198 | 0 | 74,198 | 0 |
| 142 Mentally Retarded | | 9,746 | | | 9,746 | 9,746 | 0 | 9,746 | 0 |
| | \$ 0 | \$ 286,971 | \$ 15,000 | \$ 0 | \$ 302,471 | \$ 276,324 | \$ 16,086 | \$ 292,410 | \$ 10,061 |
| Veterans' Services | | | | | | | | | |
| 145 Salaries | \$ | \$ 37,314 | \$ 456 | \$ | \$ 37,670 | \$ 37,670 | \$ 0 | \$ 37,670 | \$ 0 |
| 146 Expenses | | 1,000 | | | 1,000 | 891 | 0 | 891 | 109 |
| 147 Benefits | | 41,000 | 8,000 | | 49,000 | 47,889 | 1,000 | 48,889 | 111 |
| 184 Expenses-Pking Clk. | | 3,652 | | | 3,652 | 782 | 2,700 | 3,482 | 171 |
| | \$ 0 | \$ 82,866 | \$ 8,456 | \$ 0 | \$ 91,322 | \$ 87,231 | \$ 3,700 | \$ 90,931 | \$ 391 |
| Youth Commission | | | | | | | | | |
| 148 Salaries | \$ | \$ 115,000 | \$ | \$ | \$ 115,000 | \$ 103,947 | \$ 0 | \$ 103,947 | \$ 11,053 |
| 149 Expenses | | 6,810 | | | 6,810 | 6,771 | 0 | 6,771 | 39 |
| 143 Capital Outlay | | 0 | | | 0 | 0 | 0 | 0 | 0 |
| | \$ 0 | \$ 121,810 | \$ 0 | \$ 0 | \$ 121,810 | \$ 0 | \$ 110,719 | \$ 0 | \$ 11,091 |
| Council on Aging | | | | | | | | | |
| 150 Salaries | \$ | \$ 87,577 | | \$ | \$ 87,577 | \$ 83,514 | \$ 0 | \$ 87,514 | \$ 4,063 |
| 151 Expenses | | 13,740 | | | 13,740 | 13,504 | 186 | 13,690 | 50 |
| 178 Capital Outlay | | 3,000 | | | 3,000 | 0 | 3,000 | 3,000 | 0 |
| 179 Comm. Center | | 2,600 | | | 2,600 | 2,000 | 0 | 2,030 | 570 |
| | \$ 0 | \$ 121,010 | \$ 0 | \$ 0 | \$ 106,917 | \$ 99,047 | \$ 3,186 | \$ 102,234 | \$ 570 |
| Planning Board | | | | | | | | | |
| 152 Salaries | \$ | \$ 64,313 | \$ | \$ | \$ 64,313 | \$ 64,301 | \$ 0 | \$ 64,301 | \$ 12 |
| 153 Expenses | | 4,900 | | | 4,900 | 4,773 | 0 | 4,773 | 127 |
| 154 Capital Outlay | | 0 | | | 0 | 2,030 | 0 | 0 | 0 |
| 407 Downtn. Sty./a50 88 | 3,650 | | | 1,227 | 2,423 | 2,423 | 0 | 2,423 | 0 |
| | \$ 3,650 | \$ 69,213 | \$ 0 | \$ 1,227 | \$ 71,636 | \$ 71,497 | \$ 0 | \$ 71,497 | \$ 139 |

FINANCE

TOWN OF NEEDHAM STATEMENT OF APPROPRIATIONS AND EXPENDITURES YEAR ENDED JUNE 30, 1990

| | | Approp. Continued from FY '89 | Current Approp. | Transfers and/or Receipts | Less: Continued Approp. to FY 1991 | Total Avail. for Expend. | Expended Disburse. | Expended Open Encumb. | Expended Total | Unexpended Return to Surplus |
|-----|-------------------------------------|-------------------------------------|--------------------|---------------------------------|---|--------------------------------|-----------------------|-----------------------------|-------------------|------------------------------------|
| | Conservation Comm. | | | | | | | | | |
| 156 | Salaries | \$ | \$ 5,775 | \$ 300 | \$ | \$ 6,075 | \$ 5,960 | \$ | \$ 5,960 | \$ 115 |
| 157 | Expenses | | 4,800 | | | 4,800 | 2,906 | 0 | 2,906 | 1,895 |
| 693 | Art.56/88atm- 38.5acres-Crt. Rd. | | | | | 0 | 0 | 0 | 0 | 0 |
| 694 | Art.57/88atm- 34.5acres-Crt.Rd. | | | | | 0 | 0 | 0 | 0 | 0 |
| 695 | Art.58/88atm- 3.75acres-Crt.Rd. | | | | | 0 | 0 | 0 | 0 | 0 |
| pla | | \$ 0 | \$ 10,575 | \$ 300 | \$ 0 | \$ 10,075 | \$ 8,866 | \$ 0 | \$ 8,866 | \$ 2,009 |
| | Board of Appeals | | | | | | | | | |
| 158 | Salaries | \$ | \$ 5,000 | \$ | \$ | \$ 5,000 | \$ 4,611 | \$ 0 | \$ 4,611 | \$ 389 |
| 159 | Expenses | | 5,000 | | | 5,000 | 2,406 | 0 | 2,406 | 2,594 |
| pla | | \$ 0 | \$ 10,000 | \$ 0 | \$ 0 | \$ 10,000 | \$ 7,017 | \$ 0 | \$ 7,017 | \$ 2,983 |
| | Historical Commission | | | | | | | | | |
| 160 | Expenses | \$ | \$ 555 | \$ | \$ | \$ 555 | \$ 220 | \$ 325 | \$ 545 | \$ 10 |
| pla | | \$ 0 | \$ 555 | \$ 0 | \$ 0 | \$ 555 | \$ 220 | \$ 325 | \$ 545 | \$ 10 |
| | Library | | | | | | | | | |
| 161 | Salaries | \$ | \$ 514,425 | \$ 5,600 | \$ | \$ 520,025 | \$ 520,025 | \$ 0 | \$ 518,791 | \$ 1,234 |
| 162 | Bindings | | 78,950 | | | 78,950 | 72,885 | 3,116 | 2,949 | 2,949 |
| 163 | Books and Periodicals | | 118,100 | | | 118,100 | 110,095 | 6,983 | 117,877 | 223 |
| 164 | Building Maintenance | | 0 | | | 0 | 0 | 0 | 0 | 0 |
| 165 | Expenses | | 23,750 | | | 23,750 | 19,927 | 3,519 | 23,446 | 340 |
| 166 | Capital Outlay | | 1,475 | | | 1,475 | 364 | 1,040 | 1,404 | 71 |
| 167 | Travel Out of State | | 0 | | | 0 | 0 | 0 | 0 | 0 |
| 599 | Library Equalization | | | | | 0 | 0 | 0 | 0 | 0 |
| cul | | \$ 0 | \$ 736,700 | \$ 5,600 | \$ 0 | \$ 742,300 | \$ 722,862 | \$ 14,657 | \$ 737,519 | \$ 4,781 |
| | Park and Recreation | | | | | | | | | |
| 18 | Capital Outlay | \$ | \$ 4,700 | \$ | \$ | \$ 4,700 | \$ 4,000 | \$ 0 | \$ 4,000 | \$ 700 |
| 172 | Salaries | | 258,094 | | | 258,094 | 256,208 | 0 | 256,208 | 1,886 |
| 173 | Expenses | | 66,285 | | | 66,285 | 66,000 | 0 | 66,000 | 285 |
| 174 | Travel Out of State | | 500 | | | 500 | 0 | 0 | 0 | 500 |
| 530 | Pool Repairs | | 45,000 | | 45,000 | 0 | 0 | 0 | 0 | |
| cul | | \$ 0 | \$ 374,579 | \$ 0 | \$ 45,000 | \$ 329,579 | \$ 326,308 | \$ 0 | \$ 326,208 | \$ 3,371 |
| | Memorial Park expenses | \$ | \$ 600 | \$ | \$ | \$ 600 | \$ 96 | \$ 0 | \$ 96 | \$ 504 |
| 176 | Capital Outlay | | 0 | 0 | | 0 | 0 | 0 | 0 | 0 |
| 531 | Main Building, a25, 86atm | | | | | 0 | 0 | 0 | 0 | 0 |
| 533 | Art.59/88atm- Track Renov. | | | | | | | | | |
| | | 76,319 | | | 24,704 | 51,616 | 51,616 | 0 | 51,616 | 0 |
| cul | | \$ 76,320 | \$ 600 | \$ 0 | \$ 24,704 | \$ 52,216 | \$ 51,711 | \$ 0 | \$ 51,711 | \$ 504 |
| | Grand Total | \$2,354,628 | \$53,925,770 | \$ 0 | \$2,364,865 | \$53,915,534 | \$52,261,982 | \$1,157,982 | \$53,419,751 | \$ 495,783 |

Town Officers

SELECTED

MODERATOR

Richard P. Melick '91

ELECTMEN

Marcia M. Carleton '91, Chairman

H. Phillip Garrity, Jr. '92

David F. Eldridge, Jr. '91

John D. Marr, Jr. '93

Sally B. Davis '93

TOWN CLERK

Theodora K. Eaton '92

ASSESSORS

Richard W. Finnegan '91, Chairman

Herbert Dodge '92

Thomas Mulkern '93

SCHOOL COMMITTEE

John Gamel '91, Chairman

Jennifer Fainberg '93

Claire Fusaro '91

Margaret Murphy '92

Caroline Murray '92

David Summergrad '92

Gerald Wasserman '93

PARK and RECREATION

COMMISSION

Elinor R. Devlin '93, Chairman

Cris Blackstone '92

Eric Fleming '93

Jeffrey I. Meropol '92

Dana W. Story, Jr. '91

TRUSTEES OF MEMORIAL PARK

Roger Goodwin '93, Chairman

Andrew Lawson '92

John Gallelo '93

Ron Sockol '92

Arthur Tiernan '91

PLANNING BOARD

David Gerber '92, Chairman

Stanley Tippet '95

Norman P. Homsy '91

Paul Killeen, '94

Joanne Roth '93

BOARD OF HEALTH

Rachel Spector '93, Chairman

Saul Adams '91

William J. Durbin '92

HOUSING AUTHORITY

Diane P. Matthews '93, Chairman

John T. Wallace '91

Edward Cahalane '94

Patricia Fahey '95

Camella Hertz '91

COMMISSIONERS OF TRUST FUNDS

Robert Cutts '91, Chairman

Robert Kettlety '92

Gerald Swartz '93

TRUSTEES OF PUBLIC LIBRARY

John W. Lebourveau '91, Chairman

Roma Jean Brown '92

Charles Henderson '92

Robert D. Hall '93

Thomas D. Harkins '93

Emily M. Salaun '91

Sally Powers, '93

CONSTABLES

Frank J. Reinhardt '93

Walter A. Wright, Jr. '93

APPOINTED BY SELECTMEN

EXECUTIVE SECRETARY

Carl F. Valente

TREASURER & TAX COLLECTOR

Evelyn Poness

DIRECTOR OF FINANCE

Carl F. Valente

TOWN COMPTROLLER

John Krause

TOWN COUNSEL

David S. Tobin

DIRECTOR OF PUBLIC WORKS

Robert A. MacEwen

TOWN ENGINEER

David F. Greenwood

DIVISION SUPERINTENDENTS

Grounds — John Cusick

Highways — Roger Stolte

Water — Bruce E. Nagler

Sewer — Richard P. Merson

POLICE CHIEF AND KEEPER OF THE LOCKUP

William G. Slowe

TRUANT OFFICER

William P. Matthes

DOG OFFICER

Harry Greenlaw

FIRE CHIEF AND SUPERINTENDENT OF FIRE ALARM/FOREST WARDEN

Robert A. DiPoli



Julie Berns, High School, Grade 11

REFERENCE

DIRECTOR OF CIVIL DEFENSE

Julius T. Fedel

DISTRICT DIRECTOR OF VETERANS' SERVICES

Terrence W. McGuire, Jr.

INSPECTOR OF BUILDINGS

Armand LaVigne
John Rosenfeld (substitute)
David Berg (substitute)

INSPECTOR OF WIRING

Donald B. Griffin
James Trudeau (substitute)
Harold Weeks (substitute)
Richard Greaves (substitute)

INSPECTOR OF PLUMBING AND GAS

Andrew Brown
Robert Hauptman (substitute)
Tim Sullivan (substitute)

CODE ENFORCEMENT OFFICER

Paul Miller

DEPUTY CUSTODIAN OF BUILDINGS AND GROUNDS

David L. Scahill

TRUSTEES OF GLOVER MEMORIAL HOSPITAL

Jeffrey Somers, Chairman
Harry Allen
Eunice Connors
David Devine
Robert T. Heald
Richard S. Luskin
Gary Petrini
Oliver B. Redden
Phillip Reed
Larry Smith
J. David White

MEASURER OF BARK AND WOOD

Arthur Coughlin

SEALER OF WEIGHTS AND MEASURES

John J. Gill

DATA PROCESSING ADVISORY BOARD

Edward Pierce
Carl F. Valente
Donald Brock
Frank Coyle
John Allison
Robert Burke

REGISTRARS OF VOTERS

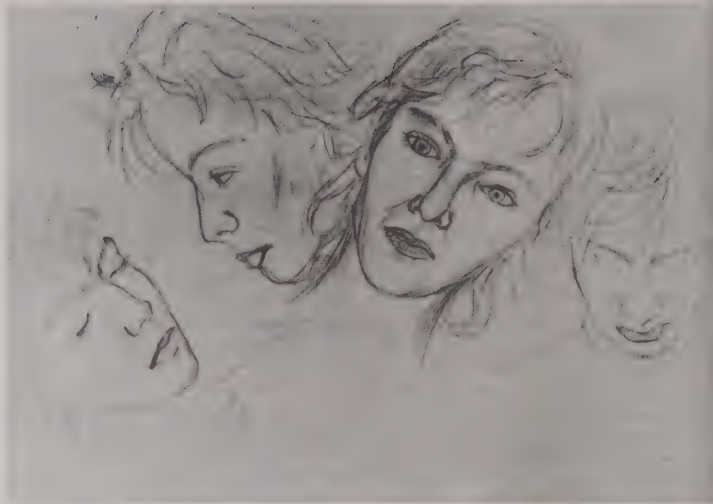
John W. Day, Chairman
Mary J. McCarthy
Barbara Doyle
Theodora K. Eaton, ex-officio

BOARD OF APPEALS

Hertz Henkoff, Chairman
William J. Tedoldi
Andrew D. Frieze
John Coggsweil (Associate)
Janice Hunt (Associate)

CONSERVATION COMMISSION

Roy A. Cramer, Chairman
Alan Brand
Peter Roth
John D. Marr, Jr.
Joan Johnson
John T. Lynch



Rebecca Tillesley, High School, Grade 9

SOLID WASTE DISPOSAL COMMITTEE

(Article 73 of 1966, last continued by vote of Article 39 1990)

Phillip Wiggins, Chairman
Willard R. Bliss
Robert MacEwen
Richard Malconian
Robert C. Davis
Barbara Popper
Peter Taylor

HISTORICAL COMMISSION

(Article 9, Special Town Meeting, 10/76)

Norman Homsy, Chairman
Elizabeth Rich
Carol Boulris
Leslie Crumbaker

ANNUAL TOWN REPORT COMMITTEE

Carl F. Valente
Jane A. Howard

FAIR HOUSING COMMITTEE

Foster S. Crook, Chairman
Nina Ackerman
Paul C. Clayton
Louise V. Condon
Mary E. Dunlavy
Paul Killeen
Thomas Leary
Terrence McGuire
Guy F. Perito
Raymond So

ARTS LOTTERY COUNCIL

Christine Buscemi
Adele Chang

Susan Trachman
Robert Enos
Karen Taggart
Marie Corcoran

CATV COMMITTEE

Raymond Brassard
Emidio DeLollis
John Fountain
Arnold Goldstein
Kimberly Ann Hinden
John Logan
Mary Kay Murray
Mary Riddell

AD HOC INSURANCE COMMITTEE

Margaret Hale, Chairman
Albert H. Shapiro
Niels Fischer
William H. Niblock, Jr.
Arthur C. Coughlin, Jr.

POLICE AND FIRE FACILITIES BUILDING COMMITTEE

Ronald L. Morrison, Chairman
Thomas J. Roycroft
Paul J. Ward
David Lombard
David Carson

STEPHEN PALMER RENT REVIEW AND TENENT SELECTION COMMITTEE

Edmund J. Mahoney
Gary Petrini
James Sandberg
Ronald L. Morrison

APPOINTED BY MODERATOR

FINANCE COMMITTEE

Paul Owens, Chairman
James Brierley
George Hertz
Dennis Kelleher
James Turner
Keith McClelland
Carol Lintz
John F. Milligan
Frank E. Reardon

PERSONNEL BOARD

Gary Uhl, Chairman
John McKeon
Marjory A. Reid
Charles W. Wycoff

APPOINTED BY THE ELECTED AND APPOINTED BOARDS

ASSISTANT TOWN CLERK

Louise MacLean

SUPERINTENDENT OF SCHOOLS

Frederick Tirrell

PLANNING DIRECTOR

PARK AND RECREATION DIRECTOR

Nancy A. White

LIBRARY DIRECTOR

Elizabeth Rich

ADMINISTRATIVE ASSESSOR

Henry Bertolon

DIRECTOR OF PUBLIC HEALTH

Frederic L. Cantor

CONTRIBUTORY RETIREMENT

BOARD (under vote of Town, 11/3/36)

Evelyn Poness, Chairman
J. Darrison Sillesky
Thomas A. Welch, II

COUNCIL ON AGING

Morris Dettman, Chairman, by Selectmen
Helen Hicks, by Selectmen
Betsy Tedoldi, by Selectmen
Vivian McIver, by Selectmen
Mary Lyons, by Selectmen
Peter Johnson, by Selectmen
Diane Perry Matthews, by
Housing Authority
Douglas Salisbury, by Board of Health
Virginia Bigwood, by School Committee
Roma Jean Brown, by Library Trustees
Edward Pelletier, by Park and Recreation

FUTURE SCHOOL NEEDS

COMMITTEE (Article 62, 1950 last continued by Article 40, 1990)

Robert Chase, by Selectmen, Chairman
David Summergrad, by School Committee
Rita Minihan, by Moderator
Roger Toran, by Planning Board
Mary Ridell, by League of Women Voters
Maryruth Perras, by Moderator

George Kelleher, by Finance Committee
Lorretta O'Grady, by PTC Presidents' Council

Blair Wentworth, by Moderator

YOUTH COMMITTEE

(Article 49, 1967)

William Duncan, by Selectmen, Chairman
Richard Creem, by Park and Recreation
Barbara Popper, by Finance Committee
Roy Johan, by School Committee
John Kraemer, by Police Department
Sharon Rapkin, by School Department
Eric Carr, by School Department

TRANSPORTATION COMMITTEE

Richard Creem, by Selectmen, Chairman
Neil Alper, by Planning Board
Richard Tilles, by Selectmen
Duncan Allen, by Selectmen
Susan Posner, by Moderator
John J. Gill, by Planning Board
Lida Harkins, ex-officio
Marie-Louise Kehoe, ex-officio
David Locke, ex-officio

DESIGN REVIEW BOARD

David Kuhnhardt, Chairman
Joan Kutcher
William Grover
Stephen Tanner
Peter Hinden
Bradford S. Barnes
Paul Cooley

TOWN GOVERNMENT REVIEW COMMITTEE

Patrick Hyland, Chairman
Theodora K. Eaton
Peter Conrad
John Gill
Barry McDonough
H. Phillip Garrity, Jr.
Marcia M. Carleton
James Turner
Paul Attridge

NON-CRIMINAL DISPOSITION AND RECODIFICATION STUDY COMMITTEE

David F. Eldridge, Jr., Chairman
Gerald Wasserman
Richard Weitzen
William Sweet
Carol Johnson Boulris

PARKING FACILITIES STUDY COMMITTEE

Marcia M. Carleton, Chairman
John D. Marr, Jr.
Jeffrey Wolfson
Susan Posner
Joanne Hull Roth
Stanley R. Tippet, honorary member

SIGN BYLAW COMMITTEE

Sheila O. Davis
Janice Dolan
Charles J. Mangine

effective 1/1/91



Amy Stern, Pollard Middle School, Grade 8

REFERENCE

Town Meeting Members

TOWN MEETING MEMBERS AT-LARGE

| | |
|-------------------------|-----------------------|
| Carleton, Marcia M. | 132 Elmwood Road |
| Davis, Sally B. | 24 Coulton Park |
| Devlin, Elinor R. | 45 Washington Ave. |
| Dodge, Herbert L. | 26 Tolman Street |
| Eaton, Theodora K. | 51 Bonwood Road |
| Eldridge, David F., Jr. | 44 Ellicott Street |
| Gamel, John E. | 38 Bradford Street |
| Garrry, H. Phillip, Jr. | 11 Colby Street |
| Gerber, David | 7 Holmes Street |
| Goodwin, Roger D. | 43 Glendale Road |
| Lebourveau, John W. | 174 Washington Ave. |
| Marr, John D., Jr. | 70 Greendale Avenue |
| Melick, Richard P. | 100 Windsor Road |
| Spector, Rachel | 24 Lexington Ave., NH |

PRECINCT A

Expiration 1993

| | |
|-----------------------|---------------------|
| Creem, Richard S. | 12 Gary Road |
| D'Addesio, Kathryn L. | 210 Hillside Avenue |
| Hamburger, Stephen | 33 Gould Street |
| Henkoff, Hertz N. | 52 Wayne Road |
| Randall, Sydney | 62 Noanett Road |
| Robinson, Herbert | 127 Noanett Road |
| Shapiro, Sylvia | 30 Wayne Road |
| Spiros, Carolyn M. | 60 Wayne Road |

Expiration 1992

| | |
|-----------------------|----------------------|
| Dockser, Sidney J. | 98 Wayne Road |
| Hoban, Robert E., Jr. | 104 Hunnewell Street |
| Leavitt, Priscilla J. | 457 Central Avenue |
| Lempitski, Richard D. | 23 River Park Street |
| Luskin, Richard S. | 53 Wayne Road |
| Randall, Blanche D. | 62 Noanett Road |
| Tarallo, George | 76 Ardmore Road |
| Waldstein, Doris O. | 20 Wayne Road |

Expiration 1991

| | |
|---------------------|--------------------|
| Bleakney, T. Philip | 25 Hampton Avenue |
| Duffy, Lois M. | 345 Central Avenue |
| McLeod, Agnes J. | 467 Central Avenue |
| McLeod, John W. | 467 Central Avenue |
| Nagel, Ira A. | 57 Noanett Road |
| Robinson, Elsie | 127 Noanett Road |
| Robinson, Heidi D. | 102 Webster Street |
| Siskowitz, Ruth P. | 19 Jennifer Circle |

PRECINCT B

Expiration 1993

| | |
|----------------------|--------------------|
| Butler, Roland V. | 52 Crescent Road |
| Evans, Robert E. | 54 Clarke Road |
| Jaszek, Sandra E. | 18 Crescent Road |
| Manning, Lee B. | 103 Nardone Road |
| Page, Meredith P. | 19 Glendale Road |
| Sockol, Eric D. | 103 Brookside Road |
| Stallings, James B. | 34 Birch Street |
| Waldman, Frederick | 86 Damon Road |
| Whalen, John F., Jr. | 323 West Street |

Expiration 1992

| | |
|----------------------|----------------------|
| Alpert, Thomas | 46 Pine Grove Street |
| Anastas, Deborah H. | 165 Brookside Road |
| Coren, Alfred S. | 113 Hunnewell Street |
| Johnson, Joan | 101 Clarke Circle |
| Levy, Jason L. | 340 West Street |
| Mills, Albert E. | 177 Jarvis Circle |
| Russell, Donald F. | 28 Perrault Road, #1 |
| Wasserman, Gerald A. | 80 Rolling Lane |
| Whalen, Susan J. | 323 West Street |

Expiration 1991

| | |
|---------------------|--------------------|
| Evans, Mary Lou | 54 Clarke Road |
| Glazer, Susan M. | 64 Booth Street |
| Ide, Trudi R. | 160 Brookside Road |
| Johnson, Peter | 101 Clarke Circle |
| Lazar, Jane A. | 101 Rolling Lane |
| Sweet, William L. | 361 West Street |
| Tippett, Harriet D. | 78 Clarke Circle |
| Woodley, John D. | 95 Clarke Road |



Joanna Petringa, High School, Grade 10

Town Meeting Members



Marisa Breda, Hillside School, Grade 3

PRECINCT C

Expiration 1993

| | |
|------------------------|-------------------------|
| Broad, Russell S., Jr. | 94 Mayflower Road |
| Cogswell, John H. | 1479 Great Plain Avenue |
| Davis, Stanton H. | 54 Mackintosh Avenue |
| Dugan, William H., Jr. | 29 Pine Street |
| Lebow, Judith S. | 73 Mackintosh Avenue |
| McIntosh, Kathleen R. | 61 Fuller Brook Avenue |
| Pransky, Sheila G. | 100 Mayflower Road |
| Sillesky, J. Darrison | 41 Perry Drive |

Expiration 1992

| | |
|-------------------------|------------------------|
| Grandinetti, Michael A. | 41 Colonial Road |
| Hyland, Patrick J. | 73 Stewart Road |
| Lintz, Daniel L. | 71 Fuller Brook Avenue |
| Lombard, David W. | 44 Colonial Road |
| O'Brien, Mary J.P. | 27 Carol Road |
| Scharback, Martina L. | 94 Oxbow Road |
| Wald, Arthur | 77 Brewster Drive |

Expiration 1991

| | |
|----------------------|-----------------------|
| Cox, Gilbert W., Jr. | 49 Colonial Road |
| Levitani, Sally A. | 43 Whitman Road |
| Lueders, Lois C. | 34 Whitman Road |
| Russian, Rita A. | 39 Alden Road |
| Sockol, Lois | 100 Mackintosh Avenue |
| Sockol, Ron | 100 Mackintosh Avenue |
| Story, Dana W., Jr. | 28 Perry Drive |
| Wyckoff, Charles W. | 85 Pine Street |
| Oliveri, Andrew J. | 93 Mayflower Road |

PRECINCT D

Expiration 1993

| | |
|---------------------|--------------------------|
| Barnes, Bradford S. | 210 Charles River Street |
| Conturie, Cynthia | 96 Robinwood Avenue |
| Davis, Jonathan M. | 392 Country Way |
| Ganung, Cynthia A. | 86 Barrett Street |
| Malconian, Richard | 128 Country Way |
| Pitts, Joseph | 182 Marked Tree Road |
| Pratt, Robert Todd | 81 Sylvan Road |
| Rockmore, Joyce S. | 84 Sylvan Road |
| Soisson, Thomas F. | 128 Maple Street |

Expiration 1992

| | |
|----------------------|---------------------|
| Anderson, Pamela J. | 980 South Street |
| Bacon, Howard B. | 41 Barrett Street |
| Coughlin, Maureen J. | 15 Walnut Street |
| Feely, Susan C. | 66 Frances Street |
| Hunt, Roger B. | 975 South Street |
| Miara, Christine | 36 Marked Tree Road |
| Pippo, Lauretta R. | 23 Maple Street |
| Uhl, Gary J. | 16 Emerson Place |
| Webber, Diane S., | 44 Oakcrest Road |

Expiration 1991

| | |
|------------------------|-------------------------|
| Adams, Joan | 1206 Great Plain Avenue |
| Boulris, Carol Johnson | 203 Country Way |
| Dwyer, Dorothy D. | 6 Ferndale Road |
| Lewis, Arthur J. | 99 Linden Street |
| Lewis, Kathleen M. | 99 Linden Street |
| McKeon, John R. | 50 Gilbert Road |
| Morrison, Ronald L. | 110 Country Way |

| | |
|--------------------|---------------|
| Powers, Sally B. | 47 Scott Road |
| Powers, William H. | 47 Scott Road |

PRECINCT E

Expiration 1993

| | |
|-----------------------|----------------------|
| Barstow, Frederick E. | 86 Livingston Circle |
| Bauer, William C. | 104 Sutton Road |
| Connelly, John P. | 40 Green Street |
| Knapton, Carol S. | 100 Lawton Road |
| Posner, Susan R. | 146 South Street |
| Summergrad, David | 62 Green Street |
| Tracy, Carol | 1087 Webster Street |

Expiration 1992

| | |
|-----------------------|---------------------|
| Cadigan, Stephen J. | 283 Edgewater Drive |
| DerMarderosian, Ann | 130 Fox Hill Road |
| Fountain, John D. | 64 Gayland Road |
| Gillmeister, David L. | 88 South Street |
| Moore, Robert J. | 436 South Street |
| Moore, Robert J., Jr. | 436 South Street |
| Nowak, Edward Jr. | 20 Churchill Lane |
| Schneider, Jon D. | 210 South Street |

Expiration 1991

| | |
|--------------------|---------------------|
| Brown, Roma Jean | 30 Edgewater Lane |
| Davis, Robert C. | 24 Coulton Park |
| Dickert, Mary H. | 141 Edgewater Drive |
| Gordon, Maxwell N. | 182 Edgewater Drive |
| Harkins, Thomas M. | 41 Laurel Drive |
| Howard, Jane A. | 119 Green Street |
| Kenefick, James L. | 84 Harris Avenue |
| Perras, Maryruth | 42 Oakhurst Circle |

REFERENCE

Town Meeting Members

PRECINCT F

Expiration 1993

Eberly, Alden 10 Lewis Street
Fleming, Eric W. 22 Morton Street
Gatto, Richard W. 17 Rosemary Street
Martin, Edith B. 21 Newell Avenue
Milligan, John F. 25 Blacksmith Drive
Powers, James Hugh 263 Nehoiden Street
Roth, Joanne Hull 93 Garden Street
Tiernan, Arthur M., Jr. 21 Warren Street
Toran, Sarah Ann 945 Central Avenue

Expiration 1992

Durbin, Kirsten D. 301 Nehoiden Street
Hale, Mary Ellen 48 Meadowbrook Road
Hegarty, F. Timothy, Jr. 55 Blacksmith Drive
Hinden, Peter R. 1075 Highland Avenue
Keil, Elizabeth M. 43 Kingsbury Street
Marsh, Dexter H., Jr. 286 Rosemary Street
Roberts, Deborah L. 95 Fair Oaks Park
Shesko, Gregory John 70 May Street
Teachout, Ann Marie 1092 Highland Avenue

Expiration 1991

Davis, Richard W. 233 Nehoiden Street
Fay, Brendan R. 280 Nehoiden Street
Harkins, Lida Eisenstadt 14 Hancock Road
Lawrence, Knowles B. 865 Central Avenue
Matthews, Daniel P. 31 Rosemary Street
McDonough, Barry R. 71 Fair Oaks Park
Minahan, Rita L. 15 Morton Street
Naughton, John J., Jr. 61 Warren Street
Wong, Catherine C. 31 Rosemary Street

PRECINCT G

Expiration 1993

Buckley, Patricia B. 155 Fair Oaks Park
Chase, Robert E. 74 Washington Avenue
deLemos, Carol H. 32 Prince Street
O'Keeffe, Kathleen J. 49 Coolidge Avenue
Owens, Paul Theodore 98 Wishire Park
Riddell, Mary T. 20 Cleveland Road
Ryan, John J. 847 Webster Street
Weitzen, Richard B. 66 Eaton Road
Wentworth, Deborah C. 528 Great Plain Avenue

Expiration 1992

Bigelow, Janet P. 144 Washington Avenue
Cashman, Richard T. 315 Warren Street
Davis, Edward J. 838 Great Plain Avenue
DeMeis, Richard 126 Powers Street
Fredericks, Christian H., Jr. 25 Otis Street
Murray, Caroline D. 156 Fair Oaks Park
Pulver, Sheila G. 24 Bradford Street
Sallett, Marsha C. 21 Eaton Road
Smart, Robert T., Jr. 25 Mayo Avenue

Expiration 1991

Abbott, Susan W. 60 Otis Street
Eldridge, Margaret M. 44 Ellicott Street
Hart, Elizabeth M. 44 Stevens Road
Heald, Robert T. 86 Eaton Road
Keleher, George L. 383 Manning Street
Muir, Frederick R. 65 Coolidge Avenue
Murphy, Margaret G. 34 Bradford Street
Oldfield, Mary Ann 260 Warren Street
Popper, Barbara K. 31 Wilshire Park

PRECINCT H

Expiration 1993

Carter, Robert M. 145 Tudor Road
McElroy, Caroline Q. 24 Woodbury Drive
McMorrow, Eugene S. 22 DeFrancesco Circle
Nutile, Eleanor 60 Tudor Road
Nutile, Leroy J. 60 Tudor Road
O'Rourke, John F. 50 Broad Meadow Rd.
Sheridan, Hugh B., Jr. 107 Valley Road
Wilmot, Barbara R. 103 Hillcrest Road

Expiration 1992

Bryden, Norman M. 131 Broad Meadow Rd.
Gallant, George M. 39 Thornton Road
McCarthy, Nancy E. 29 Sterling Road
McElroy, Peter E. 24 Woodbury Drive
Peznola, George E. 715 Greendale Avenue
Piper, Gordon H. 111 Dawson Drive
Ronayne, Joan B. 15 Douglas Road
Sheridan, Joan D'Arcy 107 Valley Road

Expiration 1991

Buckley, Therese A. 42 Broad Meadow Rd.
Carleton, Robert G. 132 Elmwood Road
Devine, David F. 141 Dawson Drive
Doyle, Barbara Buckley 214 Elmwood Road
Dwyer, Clement A. 131 Fairfield Street
Larsen, Robert Y. 150 Tudor Road
Murphy, Edward B. 9 Grosvenor Road
Thissell, Joseph A. 234 Valley Road

PRECINCT I

Expiration 1993

Attridge, Paul H. 59 Powers Street
Bean, Thomas O. 54 Wachusett Road
Giles, Elizabeth A. 188 Highgate Street
Hall, Robert D., Jr. 204 Hillcrest Road
Hughes, Susanne D. 6 Morningside Road
Kavanaugh, Noreen C. 18 Edgewood Street
Merna, John E. 312 Manning Street
Wilson, Nancy L. 25 Helen Road

Expiration 1992

Benfield, Peter B. 84 Paul Revere Road
Browne, Gerald R. 242 Hillcrest Road
Burt, Alan D. 67 Washington Avenue
Gale, Kennison N. 19 Edwardel Road
McClelland, Keith M. 110 Brookline Street
Messias, Elaine 38 Fairfax Road
Place, Erna S.J. 38 Edgewood Street
Roggeveen, Barbara 30 Savoy Road

Expiration 1991

Alper, Neil O. 245 Brookline Street
Day, John W. 35 Morley Street
Fusaro, Claire Kroll 57 Brookline Street
Matthews, Dianne Perry 204 Highgate Street
McCaffrey, Maureen T. 285 Manning Street
Nuccio, Vincent C. 93 Hawthorn Avenue
Rovner, Gerald C. 61 Edwardel Road
Supple, Edward F. 41 Edwardel Road

PRECINCT J

Expiration 1992

Caulfield, Thomas E. 8 Virginia Road
Gerber, Jeanne Durkin 21 Manning Street
Markarian, Mary Claire 21 Concord Street
Miles, William J. 9 Park Avenue
Picariello, Andrew 590 Highland Avenue
Prihoda, John R. 107 Lexington Avenue
Salaun, Emily M. 101 Tower Avenue
Stern, Lynne D. 117 Hoover Road

Expiration 1992

Crocker, David C. 80 Spring Road
Crook, Foster S. 3 Thorpe Road
Cupoli, Charles S. 57 Parker Road
Downs, Robert A. 51 Virginia Road
Gill, John J. 36 Homestead Park
Murphy, Alfred J. 12 Mark Lee Road
Newman, Doris C. 760 Highland Avenue
Sternick, Sidney H. 48 Dartmouth Avenue

Expiration 1991

Connell, John F. 61 Lexington Avenue
Cox, Arthur E. 109 Lindbergh Avenue
Herd, Mary Ellen 90 Manning Street
Mather, Marcia C. 179 Paul Revere Road
Linz, Carol R. 180 Tower Avenue
Miles, Jo-Ann 9 Park Avenue
Tedoldi, Betsy M. 68 High Street
Tower, Bonnie Jean 55 Burnside Road

NEEDHAM MARKET TOWN COUNCIL

Town Clerk
Tel: 0449 722246 (office)



Community Centre
School Street
Needham Market
IPSWICH IP6 8BB

The Chairman
Board of Selectmen
Needham
Massachusetts
U.S.A.

9th December 1990

Dear Chairman,

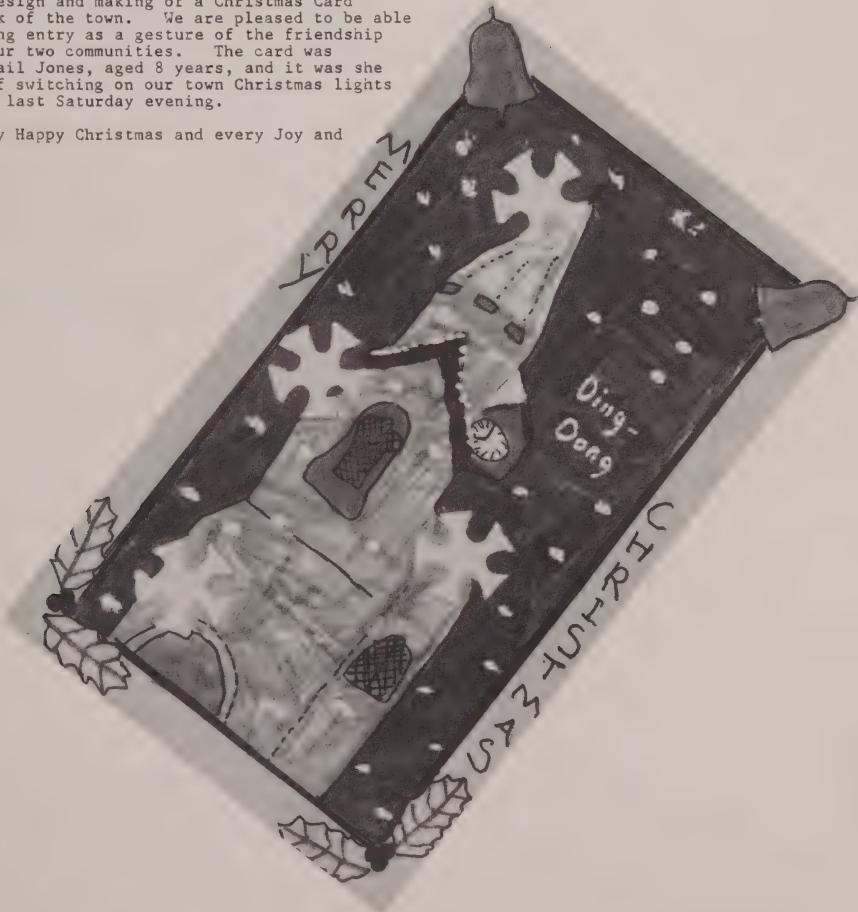
Councillor Graham Miller, The Town Mayor, Members of the Town Council and all residents here in Needham Market, send festive greetings to yourself, your Board and all residents of Needham Massachusetts.

In our preparations for the Christmas period we organised a competition for the design and making of a Christmas Card amongst the young folk of the town. We are pleased to be able to send you our winning entry as a gesture of the friendship that exists between our two communities. The card was actually made by Abigail Jones, aged 8 years, and it was she that had the honour of switching on our town Christmas lights in a special ceremony last Saturday evening.

We wish you all a very Happy Christmas and every Joy and Prosperity in 1991.

Yours sincerely,

Josephine Lea
Town Clerk



SPECIAL TOWN MEETING WARRANT



TOWN OF NEEDHAM

7:30 P.M.

WEDNESDAY, SEPTEMBER 13, 1989

NEWMAN MIDDLE SCHOOL

CENTRAL AVENUE

NEEDHAM

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County,
Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in Elections and in Town Affairs to meet at the Newman Middle School in said Town on

WEDNESDAY, THE THIRTEENTH DAY OF SEPTEMBER, 1989

at seven-thirty o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1. FISCAL YEAR 1990 BUDGET ADJUSTMENTS

To see if the Town will vote to amend and supercede certain parts of the 1990 Operating Budget, adopted under Article 15 at the 1989 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended, or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation deferred.

ARTICLE 2. TRANSFER OF FREE CASH

To see if the Town will vote to transfer a sum from the Free Cash Certified Account to meet, in part, appropriations made at the 1989 Annual Town Meeting and/or this Special Town Meeting, and to authorize the Town Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 1990; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation deferred.

ARTICLE 3. PRIOR YEAR'S BILLS

To see if the Town will vote to appropriate a sum of money for the payment of charges incurred prior to Fiscal Year 1990 by various departments, such sum to be raised from the Free Cash Certified Account; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation deferred.

**Town Clerk's Office
Needham, Mass. 02192**

ATTN: SPECIAL TOWN MEETING WARRANT



TOWN OF NEEDHAM
MASSACHUSETTS

1990 ANNUAL
TOWN MEETING WARRANT

and
BUDGET RECOMMENDATIONS
of
THE FINANCE COMMITTEE

* * * * *

ANNUAL REPORTS OF
PUBLIC WORKS DEPARTMENT
PLANNING BOARD
TOWN GOVERNMENT REVIEW COMMITTEE

* * * * *

ELECTION Monday, April 9, 1990
BUSINESS MEETING at 7:30 P.M. on Monday, May 7, 1990

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| III | Operating Budget Recommendations | 2 |
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| | Finance | 3 |
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**The 79th Annual Report of the Finance Committee
will be available prior to the beginning of the
1990 Annual Town Meeting.**

TRANSFERS FROM FINANCE COMMITTEE RESERVE FUND TO APPROPRIATION ACCOUNTS

July 1, 1988 - June 30, 1989

(Transfers have been summarized below by department. These amounts are included in the EXPENDED FY 1989 column of the Operating Budget Recommendations.

| <u>DEPARTMENT</u> | <u>LINE</u> | <u>ITEM</u> | <u>AMOUNT</u> |
|---------------------|-------------|--|------------------|
| Police | 74 | Salaries-Overtime | \$10,000. |
| DPW | 116 | Household Hazardous Waste Collection Day | 22,287. |
| Planning | 152 | Salaries | 900. |
| Selectmen | 4 | Printing-Town Meeting Records | 3,000. |
| Legal | 25 | Litigation | 20,000. |
| Personnel | 26 | Salaries | 3,000. |
| Board of Appeals | 158 | Salaries | 275. |
| Board of Registrars | 21 | Special Election | 4,417. |
| Finance Committee | 50 | Advertising | 396. |
| TOTAL | | | \$64,275. |

DEBT RETIREMENT SCHEDULE

| <u>FISCAL YEAR</u> | <u>PRINCIPAL REPAID</u> | <u>INTEREST REPAID</u> | <u>EXCLUDED DEBT PRINCIPAL & INTEREST</u> | <u>DEBT O/S END OF YEAR</u> |
|--------------------|-----------------------------|----------------------------|---|---------------------------------|
| 1990 | 985,000 | 171,514 | 2,106,350 | \$12,920,000 |
| 1991 | 885,000 | 163,307 | 1,670,225 | 11,785,000 |
| 1992 | 625,000 | 121,482 | 1,595,475 | 9,750,000 |
| 1993 | 625,000 | 85,602 | 1,472,350 | 7,975,000 |
| 1994 | 300,000 | 59,145 | 1,400,300 | 6,250,000 |
| 1995 | 210,000 | 44,913 | 1,231,000 | 4,850,000 |
| 1996 | 210,000 | 23,870 | 1,165,000 | 3,640,000 |
| 1997 | 210,000 | 17,050 | 1,099,000 | 2,430,000 |
| 1998 | 110,000 | 10,230 | 1,033,000 | 1,220,000 |
| 1999 | 110,000 | 3,410 | 0 | 110,000 |
| | | | | 0 |

OPERATING BUDGET RECOMMENDATIONS
FOR FISCAL YEAR ENDING JUNE 30, 1991

Submitted by the Finance Committee

GENERAL NOTE: The salary budgets shown herein do not reflect possible pay increases which may be recommended, with the exception of the police and school departments, but do include step rate increases and longevity pay where applicable.

| | EXPENDED FY 89 | APPROPRIATED FY 90 | REQUESTED FY 91 | AMENDMENT |
|--|-------------------|-----------------------|--------------------|-----------|
| <u>GENERAL GOVERNMENT ADMIN.</u> (2.55% of Total) | | | | |
| BOARD OF SELECTMEN: | | | | |
| 1. Salaries | \$154,717 | \$176,378 | \$176,391 | |
| 2. Telephone Charges | 70,036 | 70,338 | - | |
| 3. Expenses | 71,948 | 78,983 | 161,980 | |
| 4. Town Meetings | 13,200 | 10,500 | - | |
| 5. Capital Outlay | 41,593 | 5,200 | 3,000 | |
| 6. Travel Out of State | 0 | 0 | 0 | |
| 12. Street Lighting | 334,311 | 350,000 | 350,000 | |
| 14. Garbage | 102,915 | 94,500 | 94,500 | |
| TOTAL | 788,720 | 785,899 | 785,871 | |
| TOWN CLERK: | | | | |
| 15. Salaries | 65,004 | 69,382 | 69,530 | |
| 16. Expenses | 4,301 | 3,510 | 5,325 | |
| 17. Travel Out of State | 0 | 0 | 55 | |
| TOTAL | 69,305 | 72,892 | 74,910 | |
| BOARD OF REGISTRARS: | | | | |
| 19. Salaries | 40,594 | 43,192 | 43,249 | |
| 20. Expenses | 18,363 | 13,290 | 21,365 | |
| 21. Tellers & Canvassers | 20,222 | 6,405 | 17,250 | |
| 22. Capital Outlay | 1,300 | 895 | 0 | |
| TOTAL | 80,479 | 63,782 | 81,864 | |
| LEGAL: | | | | |
| 23. Salaries | 39,189 | 41,148 | 41,148 | |
| 24. Expenses | 4,393 | 4,700 | 4,630 | |
| 25. Special Fees | 95,872 | 80,000 | 90,000 | |
| TOTAL | 139,454 | 125,848 | 135,778 | |
| PERSONNEL: | | | | |
| 26. Salaries | 55,682 | 65,016 | 68,622 | |
| 27. Purchase of Services | 0 | 0 | 10,685 | |
| 28. Expenses | 18,278 | 26,371 | 2,575 | |
| TOTAL | 73,960 | 91,387 | 81,882 | |
| TOTAL: GENERAL GOVERNMENT | 1,151,918 | 1,139,808 | 1,160,305 | |

| | EXPENDED FY 89 | APPROPRIATED FY 90 | REQUESTED FY 91 | AMENDMENT |
|-------------------------------------|-------------------|-----------------------|--------------------|-----------|
| FINANCE | | | | |
| (22.88 % of Budget Total) | | | | |
| ASSESSORS: | | | | |
| 29. Salaries | 166,387 | 177,380 | 174,378 | |
| 30. Expenses | 7,704 | 9,000 | 8,950 | |
| 31. Revaluation | 50,000 | 88,500 | 40,000 | |
| 32. Capital Outlay | 1,260 | 0 | 1,000 | |
| TOTAL | 225,351 | 274,880 | 224,328 | |
| FINANCE DEPARTMENT: | | | | |
| 7. Insurance General | 592,152 | 588,000 | 628,840 | |
| 8. Insurance Group Life A&H | 2,105,999 | 2,507,500 | 3,060,000 | |
| 9. Worker's Compensation | 429,894 | 429,000 | 448,000 | |
| 10. Property & Casualty | 6,202 | 12,000 | 12,000 | |
| Self Insurance | | | | |
| 11. Uniformed Services | 166,356 | 72,000 | 86,000 | |
| Medical Payments | | | | |
| 13. Unemployment Comp. | 19,415 | 30,000 | 30,000 | |
| 33. Salaries | 481,401 | 541,000 | 489,882 | |
| 34. Purchase of Service/Audit | 65,500 | 83,500 | 124,150 | |
| 35. Travel Out of State | 3,147 | 1,200 | 1,200 | |
| 36. Expenses | 418,410 | 431,976 | 396,794 | |
| 37. Capital Outlay | 17,049 | 27,500 | 5,650 | |
| 44. Maturing Bonds | 1,075,000 | 985,000 | 1,071,000 | |
| 45. Bond Interest | 322,704 | 306,544 | 187,111 | |
| TOTAL | 5,703,229 | 6,015,220 | 6,540,867 | |
| FINANCE COMMITTEE: | | | | |
| 49. Salaries | 10,805 | 11,345 | 11,345 | |
| 50. Expenses | 700 | 700 | 700 | |
| 51. Reserve Fund | 300,000 | 300,000 | 300,000 | |
| TOTAL | 311,505 | 312,045 | 312,045 | |
| CONTRIBUTORY RETIREMENT: | | | | |
| 52. Salaries | 31,513 | 37,248 | 36,588 | |
| 53. Contributions | 2,347,568 | 2,676,240 | 3,071,562 | |
| 54. Expenses | 2,055 | 4,030 | 4,100 | |
| TOTAL | 2,381,136 | 2,717,518 | 3,112,250 | |
| NON-CONTRIBUTORY RETIREMENT: | | | | |
| 56. Chapter 32 Retirements | 217,607 | 222,300 | 222,000 | |
| 57. Past Service Liability | 0 | 0 | 0 | |
| TOTAL | 217,607 | 222,300 | 222,000 | |
| TOTAL: FINANCE DEPARTMENT | 8,838,828 | 9,541,963 | 10,411,490 | |

| | | EXPENDED FY 89 | APPROPRIATED FY 90 | REQUESTED FY 91 | AMENDMENT |
|----------------------------------|------------------------------|-------------------|-----------------------|--------------------|-----------|
| <u>EDUCATION</u> | | | | | |
| (44.72 % of Budget Total) | | | | | |
| 58. | Salaries | 15,347,345 | 15,724,105 | 16,112,000 | |
| 59. | Administration | 109,785 | 112,785 | 116,835 | |
| 60. | Instruction | 857,424 | 816,717 | 720,762 | |
| 61. | Other School Services | 108,439 | 93,193 | 88,911 | |
| 62. | Cafeteria Assistance | 0 | 0 | 0 | |
| 63. | Transportation | 629,488 | 762,485 | 406,485 | |
| 64. | Operation/Maintenance | 993,484 | 953,300 | 948,100 | |
| 65. | Community Service | 75,255 | 82,325 | 82,325 | |
| 66. | Fixed Assets | 0 | 0 | 0 | |
| 67. | Tuitions | 815,464 | 1,124,529 | 1,082,709 | |
| 68. | Travel Out of State | 5,000 | 4,500 | 0 | |
| 71. | Capital Outlay | 350,000 | 420,000 | 340,000 | |
| | TOTAL | 19,291,684 | 20,263,167 | 19,898,127 | |
| <u>MINUTEMAN VOCATIONAL TECH</u> | | | | | |
| 72. | Assessment | 355,882 | 396,448 | 453,794 | |
| | TOTAL | 355,882 | 396,448 | 453,794 | |
| | TOTAL: EDUCATION | 19,677,566 | 20,659,615 | 20,351,921 | |
| <u>PUBLIC SAFETY</u> | | | | | |
| (12.71% of Budget Total) | | | | | |
| <u>POLICE:</u> | | | | | |
| 73. | Salaries - regular | 1,876,304 | 1,960,125 | 1,903,291 | |
| 74. | Salaries - overtime | 257,906 | 262,013 | 314,349 | |
| 75. | Education & Career Incentive | 10,450 | 9,825 | - | |
| 76. | In-service Training | 45,482 | 48,803 | - | |
| 76. | Purchase of Services | | | 83,477 | |
| 77. | Capital Outlay | 70,575 | 94,853 | 75,000 | |
| 78. | Travel Out of State | 438 | 500 | 0 | |
| 79. | Auto Maintenance | 22,453 | 25,915 | - | |
| 80. | Building Maintenance | 18,347 | 9,400 | - | |
| 81. | Communications | 23,501 | 23,307 | - | |
| 82. | Operating Expenses | 107,475 | 94,279 | 154,052 | |
| 84. | Uniforms | 39,999 | 38,825 | - | |
| 85. | Crime Check Committee | 0 | 0 | - | |
| 86. | Animal Control | 1,791 | 2,500 | - | |
| 87. | F.B.I. Academy | 0 | 500 | - | |
| | TOTAL | 2,474,721 | 2,570,845 | 2,530,169 | |
| <u>FIRE:</u> | | | | | |
| 88. | Salaries - regular | 2,398,876 | 2,476,910 | 2,287,822 | |
| 89. | Salaries - overtime | 444,283 | 445,000 | 445,000 | |
| 90. | Education & Career Incentive | 19,312 | 25,000 | 25,000 | |
| 91. | In-service Training | 80,919 | 92,000 | 97,000 | |
| 92. | Capital Outlay | 23,869 | 40,000 | 20,518 | |
| 93. | Travel Out of State | 769 | 1,000 | 1,750 | |
| 94. | Purchase of Services | 56,130 | 76,168 | 87,363 | |
| 95. | Equipment and Supplies | 131,798 | 131,610 | 131,945 | |
| 96. | Salaries O/T Alarm Div. | 2,751 | 10,000 | 7,350 | |
| | TOTAL | 3,158,717 | 3,297,688 | 3,103,748 | |

| | EXPENDED FY 89 | APPROPRIATED FY 90 | REQUESTED FY 91 | AMENDMENT |
|--|-------------------|-----------------------|--------------------|-----------|
| CIVIL DEFENSE: | | | | |
| 98. Salaries | 2,000 | 2,000 | 2,000 | _____ |
| 99. Expenses | 15,375 | 16,746 | 15,200 | _____ |
| 100. Capital Outlay | 1,039 | 0 | 0 | _____ |
| TOTAL | 18,414 | 18,746 | 17,200 | _____ |
| BUILDING: | | | | |
| 101. Salaries | 118,535 | 116,176 | 122,940 | _____ |
| 102. Expenses | 3,375 | 3,730 | 4,205 | _____ |
| 103. Capital Outlay | 3,000 | 1,000 | 0 | _____ |
| TOTAL | 124,910 | 120,906 | 127,145 | _____ |
| SEALER OF WEIGHTS & MEASURES: | | | | |
| 104. Salaries | 6,610 | 6,941 | 6,941 | _____ |
| 105. Expenses | 1,670 | 1,740 | 1,740 | _____ |
| TOTAL | 8,280 | 8,681 | 8,681 | _____ |
| TOTAL: PUBLIC SAFETY | 5,785,042 | 6,016,866 | 5,786,943 | _____ |
| PUBLIC FACILITIES (14.40% of Budget Total) | | | | |
| DEPARTMENT OF PUBLIC WORKS: | | | | |
| Administration: | | | | |
| 106. Salaries | 147,614 | 162,593 | 161,018 | _____ |
| 107. Expenses | 8,115 | 7,460 | 7,460 | _____ |
| 108. Travel Out of State | 1,200 | 1,200 | 0 | _____ |
| TOTAL | 156,929 | 171,253 | 168,478 | _____ |
| Engineering: | | | | |
| 109. Salaries | 229,326 | 249,675 | 238,965 | _____ |
| 110. Expenses | 5,083 | 5,085 | 5,085 | _____ |
| TOTAL | 234,409 | 254,760 | 244,050 | _____ |
| Garage & Equipment: | | | | |
| 111. Salaries | 167,282 | 179,435 | 175,163 | _____ |
| 112. Expenses | 102,860 | 102,885 | 102,885 | _____ |
| 113. Equipment Replacement | 357,727 | 399,500 | 283,919 | _____ |
| TOTAL | 627,869 | 681,820 | 561,967 | _____ |
| Highway: | | | | |
| 114. Salaries | 554,982 | 538,059 | 529,539 | _____ |
| 115. Salaries Parking Meter Fund | 35,650 | 36,000 | 36,000 | _____ |
| 116. Expenses | 626,255 | 1,102,000 | 1,202,755 | _____ |
| TOTAL | 1,216,887 | 1,676,059 | 1,768,294 | _____ |

| | EXPENDED FY 89 | APPROPRIATED FY 90 | REQUESTED FY 91 | AMENDMENT |
|---|-------------------|-----------------------|--------------------|-----------|
| Park Division: | | | | |
| 117. Salaries | 394,451 | 417,573 | 407,899 | _____ |
| 118. Expenses | 100,344 | 98,805 | 106,730 | _____ |
| 119. Capital Outlay | 0 | 0 | 0 | _____ |
| TOTAL | 494,795 | 516,378 | 514,629 | _____ |
| Sewer: | | | | |
| 120. Salaries | 407,158 | 409,897 | 398,993 | _____ |
| 121. Expenses | 142,068 | 111,400 | 111,400 | _____ |
| 122. House Connections | 0 | 0 | 0 | _____ |
| 180. MWRA | 1,158,815 | 1,554,039 | 1,907,135 | _____ |
| TOTAL | 1,708,041 | 2,075,336 | 2,417,528 | _____ |
| Snow & Emergency: | | | | |
| 123. Salaries - Overtime | 47,033 | 60,000 | 60,000 | _____ |
| 124. Expenses | 62,226 | 90,000 | 90,000 | _____ |
| TOTAL | 109,259 | 150,000 | 150,000 | _____ |
| Water: | | | | |
| 125. Salaries | 373,780 | 409,134 | 389,285 | _____ |
| 126. Expenses | 257,444 | 248,730 | 266,079 | _____ |
| 127. Main Extensions/New Services | 20,000 | 20,000 | 20,000 | _____ |
| 181. MWRA | 128,300 | 119,659 | 52,876 | _____ |
| TOTAL | 779,524 | 797,523 | 728,240 | _____ |
| TOTAL: PUBLIC WORKS | 5,327,713 | 6,323,129 | 6,553,186 | _____ |
| MINI-BUS: | | | | |
| 128. Salaries | 10,804 | 11,345 | 0 | _____ |
| 129. Expenses | 995 | 1,500 | 0 | _____ |
| 130. Bus Contract | 38,224 | 24,400 | 0 | _____ |
| TOTAL | 50,023 | 37,245 | 0 | _____ |
| TOTAL: PUBLIC FACILITIES | 5,377,736 | 6,360,374 | 6,553,186 | _____ |
| HUMAN SERVICES: (1.11% of Budget Total) | | | | |
| BOARD OF HEALTH: | | | | |
| 135. Salaries | 151,433 | 166,527 | 181,349 | _____ |
| 136. Capital Outlay | 0 | 0 | 0 | _____ |
| 137. Travel Out of State | 0 | 500 | 500 | _____ |
| 138. Expenses | 31,976 | 36,000 | 10,000 | _____ |
| 139. Purchase of Services | | | 91,264 | _____ |
| 141. Mental Health | 74,198 | 74,198 | 0 | _____ |
| 142. Mentally Retarded Charles River Workshop | 9,746 | 9,746 | 0 | _____ |
| TOTAL | 267,353 | 286,971 | 283,113 | _____ |

| | EXPENDED FY 89 | APPROPRIATED FY 90 | REQUESTED FY 91 | AMENDMENT |
|--|-------------------|-----------------------|--------------------|-----------|
| VETERANS' SERVICES: | | | | |
| 145. Salaries | 36,299 | 37,214 | 37,214 | |
| 146. Expenses & Transportation | 946 | 1,000 | 1,000 | |
| 147. Benefits | 35,089 | 41,000 | 41,000 | |
| 184. Expenses, Parking | 5,344 | 3,652 | 3,652 | |
| TOTAL | 77,678 | 82,866 | 82,866 | |
| YOUTH COMMISSION: | | | | |
| 148. Salaries | 114,725 | 115,000 | 65,892 | |
| 149. Expenses | 6,646 | 6,810 | 6,810 | |
| 143. Capital Outlay | 0 | 0 | 0 | |
| TOTAL | 121,371 | 121,810 | 72,702 | |
| COUNCIL ON AGING: | | | | |
| 150. Salaries | 81,005 | 87,577 | 58,450 | |
| 151. Expenses | 13,785 | 13,740 | 10,135 | |
| 178. Capital Outlay | 6,200 | 3,000 | 0 | |
| 179. Community Center | 2,635 | 2,600 | 0 | |
| TOTAL | 103,625 | 106,917 | 68,585 | |
| TOTAL: HUMAN SERVICES | 570,027 | 598,564 | 507,266 | |
| DEVELOPMENT (.20% of Budget Total) | | | | |
| PLANNING BOARD: | | | | |
| 152. Salaries | 60,253 | 64,313 | 67,508 | |
| 153. Expenses | 4,776 | 4,900 | 4,900 | |
| 154. Capital Outlay | 0 | 0 | 0 | |
| 185. Travel Out Of State | 0 | 0 | 0 | |
| TOTAL | 65,029 | 69,213 | 72,408 | |
| CONSERVATION COMMISSION: | | | | |
| 155. Salaries | 0 | 5,775 | 5,775 | |
| 156. Expenses | 0 | 0 | 625 | |
| 157. Purchase of Services | 1,305 | 5,000 | 4,175 | |
| TOTAL | 1,305 | 10,775 | 10,575 | |
| BOARD OF APPEALS: | | | | |
| 158. Salaries | 4,471 | 5,000 | 5,000 | |
| 159. Expenses | 2,720 | 5,000 | 3,100 | |
| 144. Capital Outlay | 0 | 0 | 0 | |
| TOTAL | 7,191 | 10,000 | 8,100 | |

| | EXPENDED FY 89 | APPROPRIATED FY 90 | REQUESTED FY 91 | AMENDMENT |
|--|-------------------|-----------------------|--------------------|-----------|
| HISTORICAL COMMISSION: | | | | |
| 160. Expenses | 555 | 555 | 555 | |
| TOTAL: DEVELOPMENT | 74,080 | 90,543 | 91,638 | |
| CULTURAL and LEISURE SERVICES (1.43% of Budget Total) | | | | |
| LIBRARY: | | | | |
| 161. Salaries | 472,832 | 514,425 | 287,398 | |
| 162. Purchase of Services | 69,314 | 78,950 | 51,800 | |
| 163. Books & Periodicals | 112,607 | 118,100 | 0 | |
| 164. Building Maintenance | 0 | 0 | 0 | |
| 165. Expenses | 30,722 | 23,750 | 13,700 | |
| 166. Capital Outlay | 7,101 | 1,475 | 0 | |
| 167. Travel Out of State | 515 | 0 | 0 | |
| TOTAL | 693,091 | 736,700 | 352,898 | |
| PARK AND RECREATION: | | | | |
| 172. Salaries | 228,448 | 258,094 | 236,038 | |
| 173. Expenses | 74,114 | 66,285 | 62,135 | |
| 174. Travel Out of State | 228 | 500 | 500 | |
| 018. Capital Outlay | 22,000 | 4,700 | 0 | |
| TOTAL | 324,790 | 329,579 | 298,673 | |
| MEMORIAL PARK: | | | | |
| 175. Expenses | 564 | 600 | 650 | |
| 176. Capital Outlay | 1,635 | 0 | 0 | |
| TOTAL | 2,199 | 600 | 650 | |
| TOTAL: CULTURAL/LEISURE SERVICES | 1,020,080 | 1,066,879 | 652,221 | |
| GRAND TOTAL: ALL BUDGETS | 42,495,277 | 45,474,612 | 45,514,970 | |

WARRANT ARTICLE INDEX

| <u>Article</u> | <u>Page</u> | <u>Descriptive Title</u> | <u>Inserted By</u> | <u>Costs</u> |
|----------------|-------------|---|--------------------|--------------|
| 1 | 11 | Annual Town Election | Board of Selectmen | N/A |
| 2 | 11 | Committee/Officer Reports | Board of Selectmen | N/A |
| 3 | 11 | Borrowing Authorization | Board of Selectmen | N/A |
| 4 | 11 | Authorization to Expend State and County Funds | Board of Selectmen | N/A |
| 5 | 11 | Street Acceptance, Non-Betterment | Board of Selectmen | N/A |
| 6 | 12 | Acceptance of MGL Chapter 40, Section 57, Granting or Renewing Certain Licenses and Permits | Board of Selectmen | N/A |
| 7 | 12 | Mandatory Recycling | Board of Selectmen | N/A |
| 8 | 12 | Authorize Lease with Option to Purchase | Board of Selectmen | N/A |
| 9 | 12 | Zoning Amendment - Establishment of New Chestnut Street Business District | Planning Board | N/A |
| 10 | 16 | Zoning Amendment - Map Change - New Chestnut Street Business District | Planning Board | N/A |
| 11 | 16 | Zoning Amendment - Establishment of New Center Business District | Planning Board | N/A |
| 12 | 20 | Zoning Amendment - Map Change - New Center Business District | Planning Board | N/A |
| 13 | 21 | Zoning Amendment - National Flood Insurance Program Requirements | Planning Board | N/A |
| 14 | 21 | Zoning Amendment - Front Setback Buffer Regulation in Rural Residence - Conser- vation Districts | Planning Board | N/A |
| 15 | 22 | Zoning Amendment - Clarification of the Definition of the Word "Coverage" | Planning Board | N/A |
| 16 | 22 | Zoning Amendment - Technical Addition to List of Application Materials for Site Plan Review | Planning Board | N/A |
| 17 | 22 | Zoning Amendment - Change in Maximum Building Coverage for Exempt Uses in RRC and SRA Districts | Planning Board | N/A |
| 18 | 22 | Citizens' Petition - Zoning Map Change 433 Chestnut Street from Single Residence B District to New Chestnut Street Business District | Citizens' Petition | N/A |
| 19 | 22 | Citizens' Petition - Zoning Map Change 433 Chestnut Street from Single Residence B District to Business District | Citizens' Petition | N/A |
| 20 | 23 | Citizens' Petition - Storage Restriction on Parking Boats, Motor Homes and Trailers. | Citizens' Petition | N/A |
| 21 | 23 | Acceptance of Provision in Subdivision Control Law to Allow Town to Use Developer's Forfeited Funds to Complete Work | Planning Board | N/A |

WARRANT ARTICLE INDEX

| <u>Article</u> | <u>Page</u> | <u>Descriptive Title</u> | <u>Inserted By</u> | <u>Costs</u> |
|----------------|-------------|---|---|--------------|
| 22 | 23 | Transfer of Unexpended Balances to Police and Fire Headquarters Renovation Account | Board of Selectmen | N/A |
| 23 | 23 | Increase Sealer of Weights and Measures Fees | Board of Selectmen | N/A |
| 24 | 24 | General By-Law Amendment - Procurement of Services, Equipment, Supplies and Materials | Board of Selectmen | N/A |
| 25 | 24 | Accept the Provisions of MGL Chapter 59, Section 2A | Board of Selectmen | N/A |
| 26 | 24 | Accept the Provisions of MGL Chapter 59, Section 57C | Board of Selectmen | N/A |
| 27 | 24 | Accept the Provisions of MGL Chapter 40, Section 13C | Board of Selectmen | N/A |
| 28 | 25 | Sale of Land at Kingsbury Street and Oakland Avenue to Abutter (Haven) | Board of Selectmen | N/A |
| 29 | 25 | Sale of Land at Kingsbury Street and Oakland Avenue to Abutter (Enos) | Board of Selectmen | N/A |
| 30 | 25 | Discontinuance of Portion of Pickering Street | Board of Selectmen | N/A |
| 31 | 25 | Elected Official's Salaries | Personnel Board | N/A |
| 32 | 25 | New Job Classifications | Personnel Board | N/A |
| 33 | 25 | Accelerated Step Rate Hiring | Personnel Board | N/A |
| 34 | 25 | Classification and Standard Rates | Personnel Board | N/A |
| 35 | 26 | Amendment to Consolidated Personnel By-Law | Town Clerk | N/A |
| 36 | 26 | Operating Budget | Board of Selectmen | XXX |
| 37 | 26 | Acceptance of Chapter 501 of the Acts of 1989. | Trustees of Glover Memorial Hospital | N/A |
| 38 | 26 | Continue Parking Facilities Study Committee | Parking Facilities Study Committee | N/A |
| 39 | 26 | Continue Solid Waste Disposal Committee | Solid Waste Disposal Committee | N/A |
| 40 | 26 | Continue Future School Needs Committee | Future School Needs Committee | N/A |
| 41 | 26 | Continue Non-Criminal Disposition and Recodification Study Committee | Non-Criminal Disposition and Recodification Study Committee | N/A |
| 42 | 26 | Continue Police and Fire Facilities Building Committee | Police and Fire Facilities Building Committee | N/A |
| 43 | 27 | Continue Town Government Review Committee | Town Government Review Committee | N/A |
| 44 | 27 | Transfer of Free Cash | Board of Selectmen | N/A |
| 45 | 27 | Omnibus Article | Board of Selectmen | XXX |

WARRANT FOR THE ANNUAL TOWN MEETING
MONDAY, APRIL 9, 1990
TOWN OF NEEDHAM
COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the constables in the Town of Needham in said County. Greeting:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

PRECINCT A - Hillside School
PRECINCT B - Hillside School
PRECINCT C - Newman Middle School (Mass. Criminal Justice Training Council)
PRECINCT D - High Rock School
PRECINCT E - Pollard Middle School
PRECINCT F - Stephen Palmer Community Room
PRECINCT G - Broad Meadow School
PRECINCT H - Broad Meadow School
PRECINCT I - Mitchell School
PRECINCT J - Mitchell School

on MONDAY, THE NINTH DAY OF APRIL, 1990.

from forty-five minutes after six o'clock in the forenoon, until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for One Year;
Two Selectmen for Three Years;
One Assessor for Three Years;
Two Members of School Committee for Three Years;
One Trustee of Memorial Park for Three Years;
Three Trustees of Needham Public Library for Three Years;
One Member of Board of Health for Three Years;
One Member of Planning Board for Five Years;
One Member of Needham Housing Authority for Five Years;
One Commissioner of Trust Funds for three years;
One Member of Park and Recreation Commission for Three

Years;
Two Constables for three Years;
Eight Town Meeting Members from Precinct A for Three

Years;
One Town Meeting Member from Precinct A for One Year;
Nine Town Meeting Members from Precinct B for Three

Years;
One Town Meeting Member from Precinct B for Two Years;
One Town Meeting Member from Precinct B for One Year;
Eight Town Meeting Members from Precinct C for Three

Years;
Nine Town Meeting Members from Precinct D for Three

Years;
One Town Meeting Member from Precinct D for Two Years;
Eight Town Meeting Members from Precinct E for Three

Years;
Nine Town Meeting Members from Precinct F for Three

Years;
One Town Meeting Member from Precinct F for Two Years;
Nine Town Meeting Members from Precinct G for Three

Years;
One Town Meeting Member from Precinct G for Two Years;
One Town Meeting Member from Precinct G for One Year;
Eight Town Meeting Members from Precinct H for Three

Eight Town Meeting Members from Precinct I for Three Years;

Eight Town Meeting Members from Precinct J for Three Years;

AND at the Newman Middle School in said Town on MONDAY, THE SEVENTH DAY OF MAY, 1990 at 7:30 P.M.

ARTICLE 2: COMMITTEE/OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
No Recommendation.

ARTICLE 3: BORROWING AUTHORIZATION

To see if the Town will vote to authorize the Town Treasurer, with the approval of the Selectmen, to borrow money, from time to time in anticipation of the revenue of the financial year beginning July 1, 1990 in accordance with the provisions of General Laws, Chapter 44, Section 4, and to issue a note or notes therefor, payable within a year, and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 4: AUTHORIZATION TO EXPEND STATE AND COUNTY FUNDS

To see if the Town will vote to authorize the Board of Selectmen to accept and enter into contract for the expenditure of any funds allotted or to be allotted by the Commonwealth and/or County for the construction, reconstruction and improvement of Town roads; or take any other action relative thereto.

(See D.P.W. Report, Page 29).

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 5: STREET ACCEPTANCE, NON-BETTERMENT

To see if the Town will vote to accept the following street or portion thereof, constructed by developers under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

NON-BETTERMENT

CONCANNON CIRCLE - Rosemary Street to end - a distance of 192 feet northerly.

including the taking or acceptance of easements as shown on said plans; or take any other action relative thereto.

(See D.P.W. Report, Page 29).

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 6: ACCEPTANCE OF M.G.L. CHAPTER 40, SECTION 57, GRANTING OR RENEWING CERTAIN LICENSES AND PERMITS

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 40, Section 57; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation Deferred.

Summary

This legislation allows the Town to revoke or suspend any local license or permit issued by any department to any person, corporation or business who has failed to pay local taxes, fees, assessments, betterments or other municipal charges.

ARTICLE 7: MANDATORY RECYCLING

To see if the Town will vote, in accordance with Massachusetts General Laws Chapter 40, Section 8H, to establish a recycling program for the purpose of recycling any or all types of solid waste, including but not limited to paper, glass, metal, rubber, plastics, used tires and compostable waste for which the Board of Selectmen may establish rules and regulations which may require that all residents, schools and businesses separate such recyclables from their solid waste, and, further, authorize the Board of Selectmen to enter into any agreements for the purpose of a joint recycling program in accordance with Massachusetts General Laws Chapter 40, Sections 8H and 4A, where applicable; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation Deferred.

ARTICLE 8: AUTHORIZE LEASE WITH OPTIONS TO PURCHASE

To see if the Town will vote to approve and to raise and appropriate a sum of money for the lease with an option to purchase new equipment for various departments; determine how such sum shall be raised and how expended; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 9: ZONING AMENDMENT - ESTABLISHMENT OF NEW CHESTNUT STREET BUSINESS DISTRICT

To see if the Town will vote to amend the Zoning By-Law by establishing a new district, Chestnut Street Business District, and more specifically as follows:

- (a) in Section 2.1. Classes of Districts, by inserting the name of a new district, "Chestnut Street Business," in the list between the names of two existing districts, "Business" and "Industrial", so that the complete section shall read as follows:

"2.1. Classes of Districts:

| | |
|-----|------------------------------|
| FP | Flood Plain |
| RRC | Rural Residence-Conservation |
| SRA | Single Residence A |
| SRB | Single Residence B |
| GR | General Residence |
| A-1 | Apartment A-1 |
| A-2 | Apartment A-2 |
| A-3 | Apartment A-3 |
| I | Institutional |
| B | Business |

| | |
|-------|--------------------------|
| CSB | Chestnut Street Business |
| IND | Industrial |
| IND-1 | Industrial - 1 |
| IND-P | Industrial Park |
| AP | Aquifer Protection" |

- (b) in Section 3. Use Regulations, Subsection 3.1. Basic Requirements, by adding the following new sentence between the first sentence, which ends with the line "N (No) - Use Prohibited," and the last sentence:

"In addition, no building or structure shall be erected, altered or used and no premises shall be used for any purpose or in any manner in the Chestnut Street Business District other than as regulated by Section 3.1.2. and as permitted and set forth in Section 3.2.1."

- (c) In Section 3. Use Regulations, Subsection 3.2. Schedule of Use Regulations, by adding the following new subsection:

"3.2.1. Uses in the Chestnut Street Business District. The following schedule of use regulations shall apply in a Chestnut Street Business District:

| | |
|------------|------------|
| <u>USE</u> | <u>CSB</u> |
|------------|------------|

AGRICULTURE

| | |
|--|---|
| Farm, greenhouse, nursery, truck garden, provided the property contains a minimum of two and one-half (2½) acres | N |
|--|---|

| | |
|--|---|
| Salesroom or stand for agricultural and horticultural products provided all products sold are grown or produced on the premises of the farm, greenhouse, nursery or truck garden, provided the subject contains a minimum of two and one-half (2½) acres | N |
|--|---|

| | |
|---|---|
| Sale during the Christmas season at a nursery or greenhouse of cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises | N |
|---|---|

PUBLIC, SEMI-PUBLIC & INSTITUTIONAL

| | |
|--|---|
| Church or other place of worship, parish house, rectory, convent and other religious institution | Y |
|--|---|

| | |
|---|---|
| School - public, religious, sectarian or denominational Public library and museum and philanthropic institution | Y |
|---|---|

| | |
|--|---|
| Public park and playground and municipal structure | Y |
|--|---|

| | |
|--------------------------|----|
| Public passenger station | SP |
|--------------------------|----|

| | |
|--|----|
| Private school, nursery, kindergarten or child care center | SP |
|--|----|

| | |
|--|----|
| Convalescent or nursing home, hospital | SP |
|--|----|

| | |
|----------|---|
| Cemetery | N |
|----------|---|

| | |
|--|----|
| Private club not conducted as a business | SP |
|--|----|

RESIDENCE

| | | | |
|---|----|---|----|
| Single family detached dwelling PRD (see 4.2.5) RC (see 4.2.6) | N | Craft, consumer or commercial service establishment providing goods and/or services at retail | Y |
| Two-family detached dwelling | N | Offices (other than those listed above) | Y |
| Conversion of a single-family dwelling to a two-family dwelling | N | Theatres and indoor moving picture shows; pool and billiard rooms | SP |
| Apartment or multi-family dwelling (allowed on second floor only); consistent with density requirements for A-1 Apartment District | SP | Electronic game and amusement arcades | N |
| | | Automobile service station, excluding repair services | SP |
| The use of an owner-occupied structure for shared elderly housing for up to six elderly occupants (age 60 or over); provided, (1) that such structure so used shall not be subdivided into separate apartments, (2) that occupancies therein by non-owners occupants shall be pursuant to an agreement specifying a term of occupancy of not less than one year, (3) that at any time there shall be in the Town no more than fifty structures for which permits have been issued under authority of this section, (4) that no more than 20 percent of such structures shall be located in any one precinct of the Town, and (5) that the number of structures for which permits are granted hereunder in any one year shall not exceed five. | N | Commercial garage for the storage or repair of vehicles; gasoline and oil filling station; trucking terminal, truck rental agency and similar material hauling enterprise; the parking of vehicles involved in rubbish disposal or oil delivery; and the private parking of vehicles for compensation | N |
| | | Laundry; coin-operated or self-service laundry or dry-cleaning establishment; car wash | SP |
| | | Lumber or fuel establishment; contractor's, stone mason's, junk or salvage yard | N |
| | | Airport, heliport, landing strip or area for any type of aircraft | N |
| | | Hotel or motel | N |
| Boarding house with no arrangements of any description for private cooking or housekeeping | N | Restaurant serving meals for consumption on the premises and at tables with service provided by waitress or waiter | SP |

INSTITUTIONAL

| | | | |
|---|---|---|----|
| Dormitory for a school with no provisions for private cooking or housekeeping | N | Take-out operation accessory to the above | SP |
|---|---|---|----|

BUSINESS

| | | | |
|--|---|--|----|
| Retail sales, excluding grocery store, and not including the outdoor display of goods nor the outdoor storage or display of motor vehicles | Y | Take-out food counter as an accessory to a food retail or other non-consumptive retail establishment | SP |
| Retail trade or shop for custom work or the making of articles or goods to be sold at retail on the premises. | Y | Retail sales of ice cream, frozen yogurt and similar products for consumption on or off the premises | SP |
| Manufacturing clearly incidental and accessory to a retail use on the same premises and the product is customarily sold on the premises | Y | Take-out establishment primarily engaged in the dispensing of prepared foods to persons carrying food and beverage away for preparation and consumption elsewhere | N |
| Banks | Y | Fast-food establishment offer-over-the-counter sale of on/off premises prepared food or beverages primarily intended for immediate consumption and prepared in such a manner to be readily eaten from easily disposed containers | N |
| Offices for consumer sales or service | Y | | |

Veterinary Office and/or treatment facility, but excluding the boarding of animals SP

Medical Clinic SP

Outdoor parking in conjunction with the sale or leasing of new or used vehicles on applications filed after September 28, 1978 N

Grocery Store Y

MANUFACTURING

Wholesale distribution facilities or storage in an enclosed structure, excluding the storage of flammable liquids, gas or explosives N

Industrial services, for example, machine shop, plumbing, electrical or carpentry shop or similar service N

Welding shop N

Stone cutting, shaping, or finishing in an enclosed building N

Autobody or auto paint shop, provided that all work is carried out inside the building N

Outside truck service for repair for others including body work N

Food processing primarily for wholesale use N

Bottling plant N

Equipment rental service N

Garment manufacturing N

Laboratory or place where scientific experimental research is conducted not including genetic or biological research laboratory N

Genetic biological research N

Radio or television studio N

Medical reference laboratories other than accessory to a medical office N

Dental prosthesis laboratories other than accessory to a dental office N

Light non-nuisance manufacturing providing that all resulting cinders, dust, flashing, fumes, gases, odors, smoke, noise, vibration, refuse matter, vapor and heat are effectively confined in a building or are disposed in a manner so as not to create a nuisance or hazard to safety or health N

ACCESSORY

Use of a room or rooms in a single- or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25% of the gross floor area, not in excess of 600 sq.ft., is regularly devoted to such use N

Customary home occupation engaged in by a resident of a single- or two-family dwelling which may include carpentry, cooking, preserving, dressmaking, handicrafts, repair of small appliances or other small items and similar activities, provided that (1) not more than one person is regularly employed therein in connection with such operation, (2) there is no exterior storage of material or equipment nor other exterior evidence of variation from the regular residential character of the premises, and (3) there is no advertising and signing and no public display or sale on the premises N

The taking of not more than four non-transient boarders or the leasing of not more than two rooms with no provisions for private cooking by a resident family in a single-family dwelling N

Cafe or lecture room associated with a private school N

Research laboratory or statistical office associated with a private school, including printing, binding and electrotyping as incidental uses N

Other accessory uses incidental to lawful principal uses SP

(d) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.2. Maximum Lot Coverage, by adding the following new paragraph (c):

"(c) Buildings and structures which are located on property in the Chestnut Street Business District are not limited to the maximum lot coverage requirements of this Section 4.4.2. as specified in Table I, but shall have a maximum floor area ratio of 0.7."

(e) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.3. Height Limitation, by deleting the existing second sentence and by substituting in its place the following new second sentence:

"Notwithstanding the above, no building or structure which is located on property in the Chestnut Street Business District shall exceed two and one-half (2½) stories, including ground level covered or enclosed parking, no more than two (2) stories of which shall be occupied except for storage, nor shall the same exceed a total height of 35 feet."

- (f) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.4. Minimum Front Setback, by adding a new second paragraph as follows:

"On both sides of Chestnut Street in the Chestnut Street Business District, there shall be a front setback of twenty (20) feet for all buildings. The landscaping treatment for the setback area shall be consistent with the Chestnut Street Landscape Design Recommendations (April 1988) on file in the office of the Planning Board. No parking shall be allowed in this setback area. Parking shall be on the side or in the back of the building."

- (g) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.8. Side and Rear Setbacks Adjoining Residential Districts, by adding a new second paragraph with four subparagraphs as follows:

"Where a lot in a Chestnut Street Business District adjoins a residential district, no building or structure for business use shall be placed or constructed within fifty (50) feet of the residential district boundary, and within said strip, the twenty-five (25) feet closest to the district boundary shall be suitably landscaped per specifications outlined below, and there shall be no accessory use. The remaining twenty-five (25) feet may be used for an accessory use not including a building or structure. Where a lot in the Chestnut Street Business District is adjacent to the MBTA commuter railroad right-of-way, the 50-foot buffer requirement shall not apply; however, adjacent to said right-of-way there shall be a 10-foot buffer which shall be suitably landscaped per the specifications outlined below and which shall not be used for any purpose."

"(a) Materials - plant materials characterized by dense growth which will form an effective year-round screen shall be planted, or a fence or wall shall be constructed, to form the screen. Where a grill or open-work fence or wall is used it shall be suitable in appearance and materials. Screening may consist of both natural and man-made materials. To the extent practicable, existing trees shall be retained and used to satisfy the provisions of this section."

"(b) Height - screening shall be at least ten (10) feet in height when planted. Height shall be measured from the finished grade."

"(c) Maintenance - all required plant materials shall be maintained by the owner in a healthy condition and whenever necessary replaced with new plant materials to insure continued compliance with screening requirements. All required fences and walls shall be permanently maintained by the owner in good repair and presentable appearance and whenever necessary they shall be repaired or replaced."

"(d) Lighting - all artificial lighting used to illuminate a parking or storage area, maneuvering space or driveway shall be arranged and shielded so as to prevent direct glare from the light source into any public street or private way or onto adjacent property."

- (h) In Section 4.4. Dimensional Regulations for Business Districts, by adding a new subsection 4.4.9. as follows:

"4.4.9. Building Entrances on Chestnut Street. First-floor businesses shall have individual entrances accessed from the exterior of the building, except by Special Permit to be granted by the Planning Board in cases where such requirements would restrict redevelopment of an existing building."

"Building entrances providing access to first and second-floor space shall be available from one or more streets on which the building fronts and, if the building fronts on Chestnut Street, the primary building entrances must be from that street, unless lot configuration makes it impracticable to place all individual entrances on Chestnut Street."

- (i) In Section 4.4. Dimensional Regulations for Business Districts, by changing the name of the section so that it shall read:

"Section 4.4. Dimensional Requirements for Business and Chestnut Street Business Districts"

- (j) In Section 4.6. Special Conditions, Subsection 4.6.1. Specific Front Setbacks, by deleting paragraph (d).

- (k) In Section 7.4. Site Plan Review, Subsection 7.4.2. Definitions, by adding the following two new paragraphs:

"In a Chestnut Street Business District, a MAJOR PROJECT is any construction project which involves: the new construction or reconstruction of any amount of gross floor area; or an increase in gross floor area of 1,000 or more square feet; or any project which results in the creation of 10 or more new off-street parking spaces; or any project which results in any new curb- or driveway-cut."

"In a Chestnut Street Business District, a MINOR PROJECT is any construction project which involves an increase in gross floor area of less than 1,000 square feet - and the project cannot be defined as a Major Project."

- (l) In Section 7.7. Design Review, Subsection 7.7.2. Design Review Board, Subsection 7.7.2.2. Authority and Specific Powers, by adding the name "Chestnut Street Business District" in the first sentence of the second paragraph, so that it shall read as follows (new language underlined):

"The Design Review Board shall review permit applications for all new structures and outdoor uses, exterior additions, exterior alterations and exterior changes in all areas zoned as a Business District, Chestnut Street Business District, Industrial District, Industrial-1 District, Industrial Park District or Institutional District (excluding single- and two-family uses), which require a building permit under the Massachusetts State Building Code -- but which are not related to projects previously reviewed as "Major" or "Minor Projects" under Site Plan Review."

or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT:
No Recommendation

**ARTICLE 10: ZONING AMENDMENT - MAP CHANGE:
NEW CHESTNUT STREET BUSINESS
DISTRICT**

To see if the Town will vote to amend the Zoning Map of the Zoning By-Law by changing from a Business District to a Chestnut Street Business District two certain areas bounded and described as follows:

- (a) "Beginning at a point on the boundary line between the existing Business District and a Single Residence B District, where said boundary line coincides with the intersection of the centerlines of School Street and Chestnut Street; then running northerly along the centerline of Chestnut Street to a point where it intersects with the centerline of Keith Place; then running westerly along the centerline of Keith Place to a point where it intersects with the centerline of the right-of-way of the MBTA commuter railroad line, said right-of-way centerline being the boundary line between the existing Business District and an Industrial District; then running southerly along said boundary line between the existing Business District and a General Residence District; then running southeasterly along said boundary line between the existing Business District and a Single Residence B District; then running northerly, easterly, northerly, easterly, northerly, westerly, northerly, westerly, northerly, westerly and northerly along said zoning boundary line to a point where it coincides with the boundary line between the existing Business District and a General Residence District; then running northerly, westerly and northerly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a Single Residence B District, which is coincidental with the centerline of School Street; then running westerly along said street centerline to the beginning point."
- (b) "Beginning at a point on the boundary line between the existing Business District and a Single Residence B District, where said boundary line coincides with the intersection of the centerlines of May Street and Garden Street; then running southerly, southwesterly and southeasterly along said zoning boundary line, which coincides with the centerline of Garden Street, to a point where it intersects with the centerline of Eaton Square; then running easterly, southeasterly and southerly along the centerline of Eaton Square to a point where it intersects with a line drawn perpendicular from the southernmost point of Parcel 17, Assessors' Plan 51; then running easterly along said perpendicular drawn line to a point where it intersects with the centerline of the right-of-way of the MBTA commuter railroad line; then running northerly along said right-of-way centerline to a point where it intersects with the centerline of May Street, said street centerline being the boundary line between the existing Business District and a Single Residence B District; then running westerly along said zoning boundary line to the beginning point."

The two geographical areas described above are also shown on a map kept on file in the Planning Board office; or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT:
No Recommendation

**ARTICLE 11: ESTABLISHMENT OF NEW CENTER
BUSINESS DISTRICT**

To see if the Town will vote to amend the Zoning By-Law by establishing a new district, Center Business District, and more specifically as follows:

- (a) in Section 2.1. Classes of Districts, by inserting the name of a new district, "Center Business," in the list between the names of two existing districts, "Business" and "Industrial", so that the complete section shall read as follows:

"2.1. Classes of Districts:

| | |
|-------|------------------------------|
| FP | Flood Plain |
| RRC | Rural Residence-Conservation |
| SRA | Single Residence A |
| SRB | Single Residence B |
| GR | General Residence |
| A-1 | Apartment A-1 |
| A-2 | Apartment A-2 |
| A-3 | Apartment A-3 |
| I | Institutional |
| B | Business |
| CB | Center Business |
| IND | Industrial |
| IND-1 | Industrial - 1 |
| IND-P | Industrial Park |
| AP | Aquifer Protection" |

- (b) in Section 3. Use Regulations, Subsection 3.1. Basic Requirements, by adding the following new sentence between the first sentence, which ends with the line "N (No) - Use Prohibited", and the last sentence:

"In addition, no building or structure shall be erected, altered or used and no premises shall be used for any purpose or in any manner in the Center Business District other than as regulated by Section 3.1.2. and as permitted and set forth in Section 3.2.1."

- (c) In Section 3. Use Regulations, Subsection 3.2. Schedule of Use Regulations, by adding the following new subsection:

"3.2.1. Uses in the Center Business District. The following schedule of use regulations shall apply in the Center Business District:

| <u>USE</u> | <u>CB</u> |
|--|-----------|
| <u>AGRICULTURE</u> | |
| Farm, greenhouse, nursery, truck garden, provided the property contains a minimum of two and one-half (2½) acres | N |
| Salesroom or stand for agricultural and horticultural products provided all products sold are grown or produced on the premises of the farm, greenhouse, nursery or truck garden, provided the subject contains a minimum of two and one-half (2½) acres | N |
| Sale during the Christmas season at a nursery or greenhouse of cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises | N |

PUBLIC, SEMI-PUBLIC & INSTITUTIONAL

| | |
|--|---|
| Church or other place of worship, parish house, rectory, convent and other religious institution | Y |
|--|---|

| | | | |
|---|----|---|----|
| School - public, religious, sectarian or denominational | Y | <u>BUSINESS</u> | |
| Public library and museum and philanthropic institution | | Retail sales, excluding grocery store, and not including the outdoor display of goods nor the outdoor storage or display of motor vehicles | Y |
| Public park and playground and municipal structure | Y | | |
| Public passenger station | SP | Retail trade or shop for custom work or the making of articles or goods to be sold at retail on the premises. | Y |
| Private school, nursery, kindergarten or child care center | SP | | |
| Convalescent or nursing home, hospital | SP | Manufacturing clearly incidental and accessory to a retail use on the same premises and the product is customarily sold on the premises | Y |
| Cemetery | N | | |
| Private club not conducted as a business | SP | Banks | Y |
| <u>RESIDENCE</u> | | Offices for consumer sales or service | Y |
| Single-family detached dwelling PRD (see 4.2.5) RC (see 4.2.6) | N | Craft, consumer or commercial service establishment providing goods and/or services at retail | Y |
| Two-family detached dwelling | N | Offices (other than those listed above) | Y* |
| Conversion of a single-family dwelling to a two-family dwelling | N | Theatres and indoor moving picture shows; pool and billiard rooms | SP |
| Apartment or multi-family dwelling (allowed on second floor only); consistent with density requirements for A-1 Apartment District | Y | Electronic game and amusement arcades | N |
| | | Automobile service station, excluding repair services | N |
| The use of an owner-occupied structure for shared elderly housing for up to six elderly occupants (age 60 or over); provided, (1) that such structure so used shall not be subdivided into separate apartments, (2) that occupancies therein by non-owners occupants shall be pursuant to an agreement specifying a term of occupancy of not less than one year, (3) that at any time there shall be in the Town no more than fifty structures for which permits have been issued under authority of this section, (4) that no more than 20 percent of such structures shall be located in any one precinct of the Town, and (5) that the number of structures for which permits are granted hereunder in any one year shall not exceed five. | N | Commercial garage for the storage or repair of vehicles; gasoline and oil filling station; trucking terminal, truck rental agency and similar material hauling enterprise; the parking of vehicles involved in rubbish disposal or oil delivery; and the private parking of vehicles for compensation | N |
| | | Laundry; coin-operated or self-service laundry or dry-cleaning establishment; car wash | SP |
| | | Lumber or fuel establishment; contractor's, stone mason's, junk or salvage yard | N |
| | | Airport, heliport, landing strip or area for any type of aircraft | N |
| | | Hotel or motel | N |
| Boarding house with no arrangements of any description for private cooking or housekeeping | N | Restaurant serving meals for consumption on the premises and at tables with service provided by waitress or waiter | SP |
| <u>INSTITUTIONAL</u> | | | |
| Dormitory for a school with no provisions for private cooking or housekeeping | N | | |

* On second floor only

| | | | |
|--|----|---|---|
| Take-out operation accessory to the above | SP | Equipment rental service | N |
| Take-out food counter as an accessory to a food retail or other non-consumptive retail establishment | SP | Garment manufacturing | N |
| Retail sales of ice cream, frozen yogurt and similar products for consumption on or off the premises | SP | Laboratory or place where scientific experimental research is conducted not including genetic or biological research laboratory | N |
| Take-out establishment primarily engaged in the dispensing of prepared foods to persons carrying food and beverage away for preparation and consumption elsewhere | N | Genetic biological research | N |
| Fast-food establishment offer-over-the-counter sale of on/off premises prepared food or beverages primarily intended for immediate consumption and prepared in such a manner to be readily eaten from easily disposed containers | N | Radio or television studio | N |
| Veterinary Office and/or treatment facility, but excluding the boarding of animals | SP | Medical reference laboratories other than accessory to a medical office | N |
| Medical clinic | SP | Dental prosthesis laboratories other than accessory to a dental office | N |
| Outdoor parking in conjunction with the sale or leasing of new or used vehicles on applications filed after September 28, 1978 | N | Light non-nuisance manufacturing providing that all resulting cinders, dust, flashing, fumes, gases, odors, smoke, noise, vibration, refuse matter, vapor and heat are effectively confined in a building or are disposed in a manner so as not to create a nuisance or hazard to safety or health | N |
| Grocery Store | Y* | <u>ACCESSORY</u> | |
| <u>MANUFACTURING</u> | | Use of a room or rooms in a single- or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25% of the gross floor area, not in excess of 600 sq.ft. is regularly devoted to such use | N |
| Wholesale distribution facilities or storage in an enclosed structure, excluding the storage of flammable liquids, gas or explosives | N | Customary home occupation engaged in by a resident of a single- or two-family dwelling which may include carpentry, cooking, preserving, dressmaking, handicrafts, repair of small appliances or other small items and similar activities, provided that (1) not more than one person is regularly employed therein in connection with such operation, (2) there is no exterior storage of material or equipment nor other exterior evidence of variation from the regular residential character of the premises, and (3) there is no advertising and signing and no public display or sale on the premises | N |
| Industrial services, for example, machine shop, plumbing, electrical or carpentry shop or similar service | N | | |
| Welding shop | N | | |
| Stone cutting, shaping, or finishing in an enclosed building | N | | |
| Autobody or auto paint shop, provided that all work is carried out inside the building | N | | |
| Outside truck service for repair for others including body work | N | | |
| Food processing primarily for wholesale use | N | The taking of not more than four non-transient boarders or the leasing of not more than two rooms with no provisions for private cooking by a resident family in a single-family dwelling | N |
| Bottling plant | N | | |

* Under 1,000 square feet of gross floor area

| | |
|--|----|
| Cafe or lecture room associated with a private school | N |
| Research laboratory or statistical office associated with a private school, including printing, binding and electrotyping as incidental uses | N |
| Other accessory uses incidental to lawful principal uses | SP |

- (d) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.2. Maximum Lot Coverage, by deleting the existing paragraph (b) and by substituting in its place the following new paragraph (b):

"(b) Buildings and structures which are located on property in the Center Business District are not limited to the maximum lot coverage requirements of this Section 4.4.2. as specified in Table I, but shall have a maximum floor area ratio of 1.0 or the floor area ratio in existence on January 1, 1990, whichever is greater. (See also Section 4.4.5.)"

- (e) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.3. Height Limitation, by deleting the existing first sentence and by substituting in its place the following new first sentence (new language underlined):

"In a Business District, the limit of height of a building or structure shall be three (3) stories not to exceed forty (40) feet, provided that in no event shall any building contain more than three floors used for occupancy; in the Center Business District, the limit of height of a building or structure shall be two and one-half (2½) stories not to exceed thirty-five (35) feet, provided that in no event shall any building contain more than two floors used for occupancy other than storage."

- (f) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.4. Minimum Front Setback, by adding a new third paragraph as follows:

In the Center Business District, there shall be a front setback of three (3) feet or a setback consistent with the average of the setbacks of the two adjacent buildings, whichever is smaller."

- (g) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.5. Driveway Openings, by adding the following three new paragraphs:

"In the Center Business District, where access to the rear of a parcel is available from a public way, private way, common driveway, alley way or parking area, no driveway requiring the crossing of a public sidewalk or that requires a new curb cut on Chestnut Street, Highland Avenue, Great Plain Avenue or Chapel Street shall be allowed."

"In the Center Business District, where access to the rear of a parcel is not available as described above, vehicular access for parking and loading areas shall be from shared or common access driveways, rather than from individual driveways at each parcel. In the Center Business District, the Planning Board acting as a special permit granting authority may issue a Special Permit that increases the maximum floor area ratio of a specified parcel

to 1.2, where the use of a shared access or driveway eliminates the need for providing an individual driveway on that parcel."

"In that portion of a lot contained within the required front setback, there may be constructed not more than one (1) driveway for every one hundred (100) feet or less of frontage on each way in the Center Business District. Driveways shall be located so as to minimize conflict with traffic on streets and where good visibility and sight distances are available to observe approaching pedestrian and vehicular traffic. Driveways shall be located a minimum of fifty (50) feet from the property line at the nearest street intersection in the Center Business District. The width of a driveway for one-way traffic shall be a minimum of twelve (12) feet and a maximum of eighteen (18) feet, as measured at its narrowest point. A Special Permit granted by the Planning Board shall be required for one-way driveways over twelve (12) feet in width in the Center Business District. The width of a driveway for two-way traffic shall be a minimum of eighteen (18) feet and a maximum of twenty-five (25) feet, as measured at its narrowest point."

- (h) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.6 Enclosed Parking, by adding new second and third paragraphs as follows:

"In the Center Business District, enclosed parking shall be entirely below the grade of adjoining streets measured at their respective center lines. Access to the enclosed parking shall be from the rear of the building. If provided, enclosed parking shall not be visible from the street. The placement of parking underground shall not raise the first non-parking floor of a structure above grade."

"Municipal parking facilities in the Center Business District shall be exempt from this provision."

- (i) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.8. Side and Rear Setbacks Adjoining Residential Districts, by adding a new third paragraph with four subparagraphs as follows:

"Where a lot in a Center Business District adjoins a residential district, no building or structure for business use shall be placed or constructed within fifty (50) feet of the residential district boundary, and within said strip, the twenty-five (25) feet closest to the district boundary shall be suitably landscaped per specifications outlined below, and there shall be no accessory use. The remaining twenty-five (25) feet may be used for an accessory use not including a building or structure."

"(a) Materials - plant materials characterized by dense growth which will form an effective year-round screen shall be planted, or a fence or wall shall be constructed, to form the screen. Where a grill or open-work fence or wall is used it shall be suitable in appearance and materials. Screening may consist of both natural and man-made materials. To the extent practicable, existing trees shall be retained and used to satisfy the provisions of this section."

"(b) Height - screening shall be at least ten (10) feet in height when planted. Height shall be measured from the finished grade."

"(c) Maintenance - all required plant materials shall be maintained by the owner in a healthy condition and whenever necessary replaced with new plant materials to insure continued compliance with screening requirements. All required fences and walls shall be permanently maintained by the owner in good repair and presentable appearance and whenever necessary they shall be repaired or replaced."

"(d) Lighting - all artificial lighting used to illuminate a parking or storage area, maneuvering space or driveway shall be arranged and shielded so as to prevent direct glare from the light source into any public street or private way or onto adjacent property."

(j) In Section 4.4. Dimensional Regulations for Business Districts, by adding a new subsection 4.4.10. as follows:

"4.4.10. Building Entrances in the Center Business District. First-floor businesses shall have individual entrances accessed from the street, except by Special Permit to be granted by the Planning Board in cases where such requirements would restrict redevelopment of an existing building."

"Building entrances providing access to first and second-floor space shall be located on one or more streets on which the building fronts and, if the building fronts on Chestnut Street, Highland Avenue, Great Plain Avenue or Chapel Street, the primary building entrances must be located on those streets."

(k) In Section 4.4. Dimensional Regulations for Business Districts, by adding a new subsection 4.4.11. as follows:

"4.4.11. Driveways for the purpose of providing drive-through customer service shall not be allowed in the Center Business District."

(l) In Section 4.4. Dimensional Regulations for Business Districts, by changing the name of the section so that it shall read:

"Section 4.4. Dimensional Regulations for Business, Chestnut Street Business and Center Business Districts."

(m) In Section 4.6. Special Conditions, Subsection 4.6.1. Specific Front Setbacks, by deleting paragraph (d).

(n) In Section 5.1. Off-Street Parking Requirements, Subsection 5.1.1. Applicability, by changing the designation of the existing subsection 5.1.1.6. Applicability for Parking Areas, to subsection 5.1.1.7. and by adding the following new subsection 5.1.1.6:

"5.1.1.6. Special Permit in the Center Business District. In the Center Business District (CBD) the Planning Board acting as a special permit granting authority may issue a Special Permit waiving all or a lesser number of the off-street parking spaces required under Section 5.1.2., if a proposed project satisfies the following conditions:

- Replaces or substantially improves an existing building or site;

- Promotes the goal of preserving and enhancing the CBD as a pedestrian-oriented local shopping and business district;
- Incorporates the recommendations of the Design Review Board; and
- Demonstrates that it is providing the maximum number of off-street parking spaces practicable."

(o) In Section 7.4. Site Plan Review, Subsection 7.4.2. Definitions, by adding the following two new paragraphs:

"In the Center Business District, a MAJOR PROJECT is any construction project which creates or adds gross floor area, or which changes an exterior facade."

(p) In Section 7.6. Planning Board, Subsection 7.6.1. Special Permit Granting Authority, by adding the following underlined language to the first sentence, so that it shall read as follows (new language underlined):

"The Planning Board shall act as a Special Permit Granting Authority only where so designated in Sections 4.2.4., 4.2.5., 4.2.6., 4.4.5., 4.4.9., 4.4.10., 5.1.1.6., and 7.4. of this By-Law."

(q) In Section 7.7. Design Review, Subsection 7.7.2. Design Review Board, Subsection 7.7.2.2. Authority and Specific Powers, by adding the name "Center Business District" in the first sentence of the second paragraph, so that it shall read as follows (new language underlined):

"The Design Review Board shall review permit applications for all new structures and outdoor uses, exterior additions, exterior alterations and exterior changes in all areas zoned as a Business District, Industrial District, Industrial-1 District, Center Business District, Industrial Park District or Institutional District (excluding single and two-family uses), which require a building permit under the Massachusetts State Building Code -- but which are not related to projects previously reviewed as "Major" or "Minor Projects" under Site Plan Review.

or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT:
No Recommendation

ARTICLE 12: ZONING AMENDMENT - MAP CHANGE - NEW CENTER BUSINESS DISTRICT

To see if the Town will vote to amend the Zoning Map of the Zoning By-Law by changing from a Business District to a Center Business District a certain area bounded and described as follows:

"Beginning at a point on the boundary line between the existing Business District and a Single Residence B District, where said boundary line coincides with the intersection of the centerlines of Great Plain Avenue and Pickering Street; then running northerly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a General Residence District; then running westerly and northerly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a Single Residence B District; then running westerly along said zoning boundary line to a point where it intersects with the centerline of Highland Avenue; then running northerly along said centerline of Highland Avenue to a point where it intersects with the centerline of May Street; then running westerly along said centerline of May Street to a point where it intersects

with the centerline of the right-of-way of the MBTA commuter railroad line; then running southerly along said right-of-way centerline to a point where it intersects with a line drawn through the southernmost point of Parcel 17, Assessors' Plan 51 and also drawn perpendicular to the centerline of Eaton Square; then running westerly along said drawn line to a point where it intersects with the centerline of Eaton Square; then running northerly, northwesterly and westerly along said street centerline to a point where it intersects with the centerline of Garden Street; then running southerly along the centerline of Garden Street, which coincides with the boundary line between the existing Business District and a Single Residence B District to a point where said zoning boundary line turns westerly; then running westerly, northerly, westerly, northerly and westerly along said zoning boundary line to a point where it intersects with the centerline of Nehoiden Street; then running southeasterly along said street centerline, which coincides with the boundary line between the existing Business District and a Single Residence B District, to a point where it intersects with the centerline of Linden Street; then running southerly along said street centerline, which coincides with the boundary line between the existing Business District and a Single Residence B District, to a point where said zoning boundary line turns easterly; then running easterly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a General Residence District; then running northerly and easterly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and an Industrial District; then running northerly and easterly along said zoning boundary line to a point where it intersects with the centerline of the right-of-way of the MBTA commuter railroad line, which coincides with the boundary line between the existing Business District and an Industrial District; then running southerly along said right-of-way centerline to a point where it intersects with the extended centerline of Keith Place; then running easterly along said street centerline to a point where it intersects with the centerline of Chestnut Street; then running southerly along said street centerline to a point where it intersects with the boundary line between the existing Business District and a Single Residence B District; then running easterly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a General Residence District; then running northerly along said zoning boundary line to a point where it turns easterly; then running easterly along said zoning boundary line to a point where it intersects with the centerline of Lincoln Street, which coincides with the boundary line between the existing Business District and a General Residence District; then running northerly along said zoning boundary line to a point where it intersects with the centerline of Dedham Avenue, which coincides with the boundary line between the existing Business District and a General Residence District; then running southeasterly along said boundary line to a point where it turns northeasterly; then running northeasterly, southeasterly and northeasterly along said zoning boundary line to a point where it intersects with a boundary line between the existing Business District and a Single Residence B District; then running westerly and northerly along said zoning boundary line to a point where it intersects with the centerline of Great Plain Avenue, which coincides with the boundary line between the existing Business District and a Single Residence B District; then running westerly along said zoning boundary line to the beginning point."

The geographical area described above is also shown on a map kept on file in the Planning Board office. (It should be noted that the Town Hall and Common property, Parcels 1 and 81 on

Assessors' Plan 51, are currently zoned Single Residence B and is therefore not included in the Zoning Map change described under this article.); or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT:
No Recommendation

ARTICLE 13: ZONING AMENDMENT - NATIONAL FLOOD INSURANCE PROGRAM REQUIREMENTS

To see if the Town will vote to amend the Zoning By-Law, Section 3.3. Uses in Flood Plain District, by adding a new subsection 3.3.5., as follows:

"3.3.5. National Flood Insurance Program (NFIP) Requirements. Reference is hereby made to the Flood Insurance Rate Map (FIRM) and Flood Insurance Study dated June 5, 1989 -- both of which are on file in the office of the Planning Board. In granting special permits authorized above under Subsections 3.3.3. and 3.3.4., the Board of Appeals shall, as appropriate, require the following as conditions of approval:

- (a) Require that new and replacement water supply and sanitary sewerage systems be designed to minimize or eliminate infiltration of flood waters into said systems, as well as discharges from said systems into flood waters;
- (b) Require that adequate drainage is provided to reduce exposure to flood hazards in flood-prone areas, and more specifically, require adequate drainage around proposed structures on slopes to guide flood waters around and away from such structures; and
- (c) Require that adjacent communities and the site coordination office be notified prior to any alteration or relocation of a water course, and that a copy of such notification be submitted to the Federal Emergency Management Agency (FEMA) Administrator;"

or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT:
No Recommendation

ARTICLE 14: ZONING AMENDMENT - FRONT SETBACK BUFFER REGULATION IN RURAL RESIDENCE - CONSERVATION DISTRICTS

To see if the Town will vote to amend the Zoning By-Law, Section 4.2. Dimensional Regulations for Rural Residence - Conservation, Single Residence A, Single Residence B, General Residence and Institutional Districts, Subsection 4.2.1. Table of Regulations, by adding the following new paragraph (c) at the end of the subsection:

- "(c) In a Rural Residence - Conservation District, the first thirty-five (35) feet of the required minimum front setback of fifty (50) feet, as measured from Chestnut Street and from the designated Scenic Roads of South Street and Charles River Street, shall remain as a natural vegetative buffer not to be cut or cleared except for normal maintenance and vehicular access, including private driveways and subdivision roadways;"

or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT:
No Recommendation

ARTICLE 15: ZONING AMENDMENT - CLARIFICATION OF THE DEFINITION OF THE WORD "COVERAGE"

To see if the Town will vote to amend the Zoning By-Law, Section 1.3. Definitions, by adding language to the definition of the word "Coverage", so that it shall read as follows (new language underlined):

"Coverage - that portion of a lot that is covered or occupied by any building or structure; underground buildings or structures devoted solely to parking are exempt from the definition of coverage, if the ground area immediately above said underground building or structure is equal to or no higher than 3 feet above the lowest elevation, as determined by the existing street grade measured at its centerline in front of the underground building or structure, and is devoted to surface parking, landscaping or other elements of off-street parking areas as provided for in Section 5.1. of the Zoning By-Law.";

or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT:
No Recommendation

ARTICLE 16: ZONING AMENDMENT - TECHNICAL ADDITION TO LIST OF APPLICATION MATERIALS FOR SITE PLAN REVIEW

To see if the Town will vote to amend the Zoning By-Law, Section 7.4. Site Plan Review, Subsection 7.4.4. Procedure, by adding language to paragraph d., so that it shall read as follows (new language underlined):

"(d) Building elevation, to include penthouses, parapet walls and roof structures; floor plans of each floor; cross and longitudinal views of the proposed structure(s) in relation to proposed site layout";

or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT:
No Recommendation

ARTICLE 17: ZONING AMENDMENT - CHANGE IN MAXIMUM BUILDING COVERAGE FOR EXEMPT USES IN RRC AND SRA DISTRICTS

To see if the Town will vote to amend the Zoning By-Law, Section 4.6.4. Dimensional Controls for Exempt Uses, by deleting existing paragraph (b) and by substituting in its place the following:

"(b) The maximum building coverage on any one lot shall not be more than 15% in a Rural Residence - Conservation or Single Residence A District, nor shall it be more than 25% in any other district.";

or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT:
No Recommendation

ARTICLE 18: CITIZEN'S PETITION - ZONING MAP CHANGE - 433 CHESTNUT STREET FROM SINGLE RESIDENCE B DISTRICT TO CHESTNUT STREET BUSINESS DISTRICT

To see if the Town will vote to amend the Zoning Map by changing from a Single Residence B District to a Chestnut Street Business District a certain parcel of land, adjoining Chestnut Street on the west, in the Town of Needham, County of Norfolk and Commonwealth of Massachusetts, delineated and shown on plan entitled: "New York, New Haven and Hartford Railroad Office of Engineer - Real Estate Surveys Land in Needham, Massachusetts. To be conveyed to Joseph and Giselda Cucci. Scale 1" = 50', June 1954.", which plan is recorded with Norfolk County Registry of Deeds as PLAN NO. 30 of 1955, in Book 3333, Page 350, and bounded and described according to said plan as follows:

BEGINNING at a point in the westerly line of Chestnut Street, distance 776.28 feet southerly, measured therein, from a stone monument near the northerly line of Cedar Place, and thence running southerly 44.50 feet, bounding easterly on said Chestnut Street, to a point

THENCE RUNNING SOUTHWESTERLY 228.81 feet, bounding southeasterly on remaining railroad land, to a point distant 311.56 feet southeasterly, measured radially, from the monumented base line of the New York, New Haven and Hartford Railroad Company from Needham to West Medway at station 476 + 66.77;

THENCE deflecting to the left and continuing southwesterly 108.53 feet, still bounding southeasterly on remaining railroad land, to a point distant 255.41 feet southeasterly, measured radially, from said base line at station 477 + 51.30;

THENCE running northwesterly 136.06 feet, bounding southwesterly on remaining railroad land, to a point distant 146.10 feet southeasterly, measured radially, from said base line at station 476 + 75.57;

THENCE deflecting to the left and continuing northeasterly 110.10 feet, still bounding southwesterly on remaining railroad land, to a point distant 36 feet southeasterly, measured radially, from said base line at said station 476 + 75.57;

THENCE running northeasterly 374.84 feet in a curve to the left of 2900.93 feet radius, concentric with said base line, bounding northwesterly on remaining railroad land, to a point distant 36 feet southeasterly, measured radially, from said base line at station 473 + 05.40; and

THENCE running southeasterly 487.77 feet in the arc of a curve to the left of 478.68 feet radius, bounding northeasterly on remaining railroad land, to the point of beginning:

CONTAINING 100,470 square feet.

Said area is known and numbered as 433 Chestnut Street and is shown as Parcel 6 on Needham Assessor's Plan No. 45; or take any other action relative thereto.

INSERTED BY: Citizens Petition
FINANCE COMMITTEE RECOMMENDS THAT:
No Recommendation

ARTICLE 19: CITIZEN'S PETITION - ZONING MAP CHANGE - 433 CHESTNUT STREET FROM SINGLE RESIDENCE B DISTRICT TO BUSINESS DISTRICT

To see if the Town will vote to amend the Zoning Map by changing from a Single Residence B District to a Business District a certain parcel of land, adjoining Chestnut Street on the west, in the Town of Needham, County of Norfolk and Commonwealth of Massachusetts, delineated and shown on plan

entitled: "New York, New Haven and Hartford Railroad Office of Engineer - Real Estate Surveys Land in Needham, Massachusetts. To be conveyed to Joseph and Giselda Cucci. Scale 1" = 50', June 1954.", which plan is recorded with Norfolk County Registry of Deeds as PLAN NO. 30 of 1955, in Book 3333, Page 350, and bounded and described according to said plan as follows:

BEGINNING at a point in the westerly line of Chestnut Street, distance 776.28 feet southerly, measured therein, from a stone monument near the northerly line of Cedar Place, and thence running southerly 44.50 feet, bounding easterly on said Chestnut Street, to a point

THENCE RUNNING SOUTHWESTERLY 228.81 feet, bounding southeasterly on remaining railroad land, to a point distant 311.56 feet southeasterly, measured radially, from the monumented base line of the New York, New Haven and Hartford Railroad Company from Needham to West Medway at station 476 + 66.77;

THENCE deflecting to the left and continuing southwesterly 108.53 feet, still bounding southeasterly on remaining railroad land, to a point distant 255.41 feet southeasterly, measured radially, from said base line at station 477 + 51.30;

THENCE running northwesterly 136.06 feet, bounding southwesterly on remaining railroad land, to a point distant 146.10 feet southeasterly, measured radially, from said base line at station 476 + 75.57;

THENCE deflecting to the left and continuing northeasterly 110.10 feet, still bounding southwesterly on remaining railroad land, to a point distant 36 feet southeasterly, measured radially, from said base line at said station 476 + 75.57;

THENCE running northeasterly 374.84 feet in a curve to the left of 2900.93 feet radius, concentric with said base line, bounding northwesterly on remaining railroad land, to a point distant 36 feet southeasterly, measured radially, from said base line at station 473 + 05.40; and

THENCE running southeasterly 487.77 feet in the arc of a curve to the left of 478.68 feet radius, bounding northeasterly on remaining railroad land, to the point of beginning:

CONTAINING 100,470 square feet.

Said area is known and numbered as 433 Chestnut Street and is shown as Parcel 6 on Needham Assessor's Plan No. 45; or take any other action relative thereto.

INSERTED BY: Citizens Petition
FINANCE COMMITTEE RECOMMENDS THAT:
No Recommendation

ARTICLE 20: CITIZEN'S PETITION - STORAGE RESTRICTIONS ON BOATS, MOTOR HOMES AND TRAILERS

To see if the Town will vote to amend the Zoning By-Law, Section 6.2. Boats, Motor Homes and Trailers, Subsection 6.2.2. Storage, by deleting the existing subsection in its entirety and by adding the following new subsection:

"No boat, motor home or trailer with dimensions greater than 18' long, 6' wide or 6' high shall be stored in any residential zone; nor shall any boat, motor home or trailer be placed within any lot within the required front, back and side setbacks."

or take any other action relative thereto.

INSERTED BY: Citizens Petition
FINANCE COMMITTEE RECOMMENDS THAT:
No Recommendation

ARTICLE 21: ACCEPTANCE OF PROVISION IN SUBDIVISION CONTROL LAW TO ALLOW TOWN TO USE DEVELOPER'S FORFEITED FUNDS TO COMPLETE WORK

To see if the Town will vote to accept the provisions of MGL, Chapter 41, Section 81-U (Chapter 236 of the Acts of 1987 and Chapter 245 of the Acts of 1988) whereby when a subdivision developer defaults on undertakings, the proceeds of a performance bond or cash deposit put up by the developer may be used by the Town to complete the construction of ways and the installation of municipal services whose completion was secured by the bond or deposit. If such proceeds do not exceed one hundred thousand dollars, the expenditure may be made without specific appropriation under section fifty-three of chapter forty-four; provided, however, that such expenditure is approved by the Board of Selectmen; or take any other action relative thereto.

INSERTED BY: Planning Board
FINANCE COMMITTEE RECOMMENDS THAT:
No Recommendation

ARTICLE 22: TRANSFER OF UNEXPENDED BALANCES TO POLICE AND FIRE HEADQUARTERS RENOVATION ACCOUNT

To see if the Town will vote to transfer \$18,715 from Article 52 of the 1988 Annual Town Meeting, and a sum from Article 59 of the 1989 Annual Town Meeting to the Police and Fire Headquarters Renovation Account; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation Deferred.

ARTICLE 23: INCREASE SEALER OF WEIGHTS AND MEASURES FEE SCHEDULE

To see if the Town will vote to increase the several fees previously established by Article 43 of the 1983 Annual Town Meeting as authorized by MGL Chapter 98, Section 56 as hereinafter enumerated.

Weights and Measures Fee Schedule

| | Current Fees | Proposed Fees |
|--------------------------------------|--------------|---------------|
| BALANCES AND SCALES | | |
| Over 10,000 lbs. | \$50.00 | \$50.00 |
| 10,000 - 5,000 lbs. | 30.00 | 30.00 |
| 5,000 - 100 lbs. | 20.00 | 25.00 |
| Less than 100 lbs. | 5.00 | 7.00 |
| WEIGHTS | | |
| Avoidupois (each) | .50 | .65 |
| Metric (each) | .50 | .65 |
| Apothecary (each) | .50 | .65 |
| Troy (each) | .50 | .65 |
| CAPACITY MEASURES | | |
| Vehicle Tanks | | |
| Each Indicator | 5.00 | 6.00 |
| Each 100 gallons or fraction thereof | 2.00 | 3.00 |

Weights and Measures
Fee Schedule (Cont'd)

| | Current Fees | Proposed Fees |
|-----------------------------------|-----------------|------------------|
| Liquid | | |
| 1 gallon or less | .50 | 1.00 |
| More than 1 gallon | 1.00 | 1.50 |
| LIQUID MEASURING METERS | | |
| Inlet ½" or less | | |
| Oil or grease | 4.00 | 5.00 |
| Inlet more than ½" to 1" | | |
| Gasoline | 6.00 | 7.50 |
| Inlet more than 1" | | |
| Vehicle tank pump | 15.00 | 17.50 |
| Vehicle tank gravity | 20.00 | 22.50 |
| Bulk storage | 40.00 | 50.00 |
| Company Supplies Prover | 20.00 | 25.00 |
| PUMPS | | |
| Each stop on pump | 2.00 | 2.50 |
| OTHER DEVICES | | |
| Taxi meters | 6.00 | 8.00 |
| Odometer-Hubodometer | 6.00 | 8.00 |
| Leather Measuring (semi-annually) | 4.00 | 5.00 |
| Fabric Measuring | 4.00 | 5.00 |
| Wire - Rope - Cordage | 4.00 | 5.00 |
| LINEAR MEASURE | | |
| Yard Sticks | .50 | 1.00 |
| Tapes | .50 | 2.00 |
| MISCELLANEOUS | | |
| Milk Jars (per gross) | 8.00 | 10.00 |
| Dry Measures | .50 | .75 |

These fees to become effective on January 1, 1991; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation Deferred.

ARTICLE 24: GENERAL BY-LAW AMENDMENT - PROCUREMENT OF SERVICES, EQUIPMENT, SUPPLIES AND MATERIALS

To see if the Town will vote to amend its General By-Laws Article II Town Finance and Administration by deleting Sections 7 and 7A in their entirety, and by renumbering Sections 8 through 23 as Sections 7 through 22; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation Deferred.

Summary:

Sections 7 and 7A of Article II of the General By-Laws provided that mechanical or other work, and equipment, supplies or materials estimated to cost four thousand dollars or more may only be procured following public advertisement and receipt of sealed proposals. These sections were based on General Laws Chapter 40, Section 4G. Chapter 40, Section 4G was recently repealed by Section 10 of Chapter 687 of the Acts of 1989.

Section 3 of said Chapter 687 of the Acts of 1989 inserts new Chapter 30B of the General Laws, the Uniform Procurement Act.

Chapter 30B allows local awarding authorities to raise to \$10,000 the threshold for advertising many procurements, including construction contracts and purchases of supplies and services. All other provisions of Chapter 30B are mandatory and are applicable for all contracts signed on or after May 1, 1990. Chapter 30B requires that the Board of Selectmen appoint a Chief Procurement Officer to centralize all procurements for the Town. Procurements valued at \$1,000 to \$10,000 may, hereafter, be made based upon telephone solicitation of three or more vendors. This procedure will streamline and modernize the purchasing of services and materials for the Town.

ARTICLE 25: ACCEPT THE PROVISIONS OF M.G.L. CHAPTER 59, SECTION 2A.

To see if the Town will vote to accept the provisions of M.G.L. Chapter 59, Section 2A; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation Deferred.

Summary:

Section 40 of Chapter 653 of the Acts of 1989 amends Section 2A of Chapter 59 of the General Laws to provide that buildings and other things erected on or affixed to land during the period beginning January second and ending on June thirtieth of the fiscal year preceding that to which a real estate tax relates shall be deemed part of such real property as of January first.

ARTICLE 26: ACCEPT THE PROVISIONS OF M.G.L. CHAPTER 59, SECTION 57C

To see if the Town will vote to accept the provisions of M.G.L. Chapter 59, Section 57C; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation Deferred.

Summary:

Section 41 of Chapter 653 of the Acts of 1989 inserts Section 57C into Chapter 59 of the General Laws. Said Section 57C permits the Town to send quarterly tax bills by providing for a notice of preliminary tax for real estate and personal property not later than July first of each year, due and payable in two installments on August first and November first. Each installment may not exceed twenty-five percent of the tax payable during the preceding fiscal year.

ARTICLE 27: ACCEPT THE PROVISION OF M.G.L. CHAPTER 40, SECTION 13C

To see if the Town will vote to accept the provisions of Chapter 40, Section 13C of the General Laws as inserted by Chapter 455 of the Acts of 1989; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation Deferred.

Summary:

Acceptance of new Section 13C of Chapter 40 allows the Town to establish reserve accounts to pay the future costs of worker's compensation claims and settlements.

ARTICLE 28: SALE OF LAND AT KINGSBURY STREET AND OAKLAND AVENUE TO ABUTTER (HAVEN)

To see if the Town will vote to authorize the Board of Selectmen to convey by quitclaim deed that portion of the Town-owned property at Oakland Avenue and Kingsbury Street which is shown as Lot "B" on a Plan entitled "Plan of Land in the Town of Needham, Massachusetts, by David F. Greenwood, Town Engineer" dated March 9, 1990, which comprises 3,029 square feet more or less, to Joseph S. Haven and Lauren M. Haven, 22 Oakland Avenue, for not less than \$3,029.; such proceeds to be used for any purpose or purposes for which the Town is authorized to borrow for ten years or more; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation Deferred.

ARTICLE 29: SALE OF LAND AT KINGSBURY STREET AND OAKLAND AVENUE TO ABUTTER (ENOS)

To see if the Town will vote to authorize the Board of Selectmen to convey by quitclaim deed that portion of the Town-owned property at Oakland Avenue and Kingsbury Street which is shown as Lot "A" on a Plan entitled "Plan of Land in the Town of Needham, Massachusetts, by David F. Greenwood, Town Engineer" dated March 9, 1990, which comprises 2,027 square feet more or less, to Robert F. Enos and Barbara A. Enos, 38 Oakland Avenue, for not less than \$2,027.; such proceeds to be used for any purpose or purposes for which the Town is authorized to borrow for ten years or more; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation Deferred.

ARTICLE 30: DISCONTINUANCE OF PORTION OF PICKERING STREET

To see if the Town will vote to discontinue that portion of Pickering Street running from Kingsbury Street northerly 270 feet more or less to Memorial Park, including associated corner roundings, as shown on a Plan entitled "Plan of the Discontinuance of a Portion of Pickering Street, by David F. Greenwood, Town Engineer" dated March 9, 1990; to retain certain easements for the Town as shown on said plan; and to grant all other ensuing rights to the abutters; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation Deferred.

ARTICLE 31: ELECTED OFFICIALS SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 1990, as required by the General Laws, Chapter 41, Section 108, and as recommended by the Personnel Board.

| | |
|---------------------|-----------|
| Assessor, Chairman | \$ 1,800. |
| Assessor, Others | 1,500. |
| Selectman, Chairman | 1,800. |
| Selectmen, Others | 1,500. |
| Town Clerk | 40,000. |

or take any other action relative thereto.

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 32: NEW JOB CLASSIFICATION

To see if the Town will vote to ratify, confirm and approve the action of the Personnel Board authorized by Section 11 and Section 12 of the Consolidated Personnel By-Law, in establishing new classifications and the appropriate compensation therefor. These actions, taken by the Personnel Board, occurred since the 1989 Annual Town Meeting.

At the request of the Director of Public Health, four (4) Seasonal Packer/Drivers (P.T.) Schedule C; at the request of the Board of Selectmen, two (2) new positions: One (1) Switchboard/Data Entry Operator (P.T.) Schedule A, Grade S-6, and one (1) Clerk, Selectmen, Schedule A, Grade S-7; at the request of the Treasurer, one (1) Principal Clerk, Treasurer, Schedule A, Grade S-7;

or take any other action relative thereto.

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation Deferred.

ARTICLE 33: ACCELERATED STEP RATE HIRING

To see if the Town will vote to ratify, confirm and approve the action of the Personnel Board authorized by Section 10 (f) of the consolidated Personnel By-Law approving the employment of certain municipal employees at a step rate greater than the minimum rate established for the prospective positions involved, said action taken by the Personnel Board occurred since the 1989 Annual Town Meeting:

At the request of the Director of the Public Works Department that a Division Superintendent (Highway) be hired at Grade S-17, Maximum; that a General Foreman be hired at Grade S-14, Step 6; that a Heavy Motor Equipment Operator be hired at Grade W-4, Step 3; at the request of the Personnel Board that an Administrative Clerk, Personnel Department be hired at Grade S-9, Step 6; that a Personnel Director be hired at Grade S-17, Step 8; at the request of the Board of Assessors that the Administrative Assessor be paid at Grade S-17, Step 7; that an Assistant Administrative Assessor be hired at Grade S-14, Step 7; at the request of the Director of the Youth Commission that a Caseworker be hired at Grade S-13, Step 6; at the request of the Director of MIS that a Programmer/Computer Operator be hired at Grade S-10, Step 4; that a Senior System Analyst be paid at Grade S-18, Step 8;

or take any other action relative thereto.

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation Deferred.

ARTICLE 34: CLASSIFICATION AND STANDARD RATES

To see if the Town will vote to amend the Classification and Standard Rates of Compensation in its entirety and by substituting therefore a new Classification and Standard Rates of Compensation; or take any other action relative thereto.

NOTE:
All revisions to the Classification and Standard Rates of Compensation will be provided to Town Meeting Members as early as possible before May 7, 1990.

Except as otherwise required by State Law, the classes of positions in paid appointive service by the Town other than those in the service of the School Department and Glover Memorial Hospital and the standard Rates of Compensation hereof, effective July 1, 1990, may be found in the Classification and Standard Rates of Compensation, as amended.

INSERTED BY: Personnel Board
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation Deferred.

ARTICLE 35: AMENDMENT TO CONSOLIDATED PERSONNEL BY-LAW

To see if the Town will vote to amend the Consolidated Personnel By-Law as follows:

In Section 11. CLASSIFICATION PLAN, subsection b) Position Descriptions., by adding the words "and for each class of paid elective positions" at the end of the first sentence ending with the words "Classification Plan" and to delete the period after the words "Classification Plan" and insert a comma in place thereof; or take any other action relative thereto.

INSERTED BY: Town Clerk
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation Deferred.

ARTICLE 36: OPERATING BUDGET

To see what sums of money the Town will vote to raise and appropriate for the necessary Town charges and expenses.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
The amounts appropriated be as recommended in the "Operating Budget Recommendations". (See page 3.)

ARTICLE 37: ACCEPTANCE OF CHAPTER 501 OF THE ACTS OF 1989

To see if the Town will vote to accept Chapter 501 of the Acts of 1989; or take any other action relative thereto.

INSERTED BY: Trustees of Glover Memorial Hospital
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation Deferred.

Summary

Under Article 1 of the May 15, 1989 Special Town Meeting the Town voted to authorize the Board of Selectmen to petition the General Court, in compliance with clause (l), Section eight of Article LXXXIX of the Amendments to the Constitution, for the enactment of a special law in the form of the proposed act entitled "AN ACT AUTHORIZING THE GLOVER MEMORIAL HOSPITAL TO ENTER INTO COOPERATIVE AGREEMENTS WITH PRIVATE ENTITIES", or in such form as the General Court may deem appropriate, as a law relating to the Town of Needham. This Special Act became Chapter 319 of the Acts of 1989. At a later date, the Legislature made several revisions in the wording of the Special Act thus repealing Chapter 319 and renumbering the Special Act to become Chapter 501 of the Acts of 1989.

ARTICLE 38: CONTINUE PARKING FACILITIES STUDY COMMITTEE

To see if the Town will vote to continue the Parking Facilities Study Committee initially established by vote of the Town under Article 4 of the Special Town Meeting in May 1986 and last continued by vote under Article 28 of the 1989 Annual Town Meeting; direct and authorize said Committee to study the parking needs and problems of the community; and report its recommendations to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Parking Facilities Study Committee
FINANCE COMMITTEE RECOMMENDS THAT:
No Recommendation

ARTICLE 39: CONTINUE SOLID WASTE DISPOSAL STUDY COMMITTEE

To see if the Town will vote to continue the Solid Waste Disposal Study Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and last continued by vote under Article 25 of the 1989 Annual Town Meeting; direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste; said Committee to report to the Capital Budget Sub-Committee and to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
No Recommendation

ARTICLE 40: CONTINUE FUTURE SCHOOL NEEDS COMMITTEE

To see if the Town will vote to continue the Future School Needs Committee, its members to be appointed by the Town bodies, as originally established by vote under Article 77 of the 1951 Annual Town Meeting; and last continued by vote under Article 67 of the 1989 Annual Town Meeting; direct and authorize said Committee to continue its work -- studying population trends and other factors which impact on the future adequacy of school facilities as heretofore authorized and to report with its recommendations to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Future School Needs Committee
FINANCE COMMITTEE RECOMMENDS THAT:
No Recommendation

ARTICLE 41: CONTINUE NON-CRIMINAL DISPOSITION AND RECODIFICATION STUDY COMMITTEE

To see if the Town will vote to continue the Non-Criminal Disposition and Recodification Study Committee, for the purpose of studying the various rules and regulations of the various bodies of the Town and the ordinances and By-Laws of the Town to recommend to the Town which such rules, regulations, ordinances and By-Laws should be treated as non-criminal violations under the provisions of M.G.L. Chapter 40, Section 21D, and further to study the Town's General By-Laws so as to recommend to the Town a recodification of the General By-Laws. Said Committee shall be made up of five members, two of whom shall be appointed by the moderator and three of whom shall be appointed by the Board of Selectmen, as originally established by vote under Article 66 of the 1988 Annual Town Meeting; and last continued by vote under Article 66 of the 1989 Annual Town Meeting; said committee shall report back to the next Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
No Recommendation

ARTICLE 42: CONTINUE POLICE AND FIRE FACILITIES BUILDING COMMITTEE

To see if the Town will vote to continue the Police and Fire Facilities Building Committee, its members to be appointed by Town bodies as originally established by vote under Article 56 of the 1987 Annual Town Meeting and last continued by vote under Article 60 of the 1989 Annual Town Meeting; direct and authorize said Committee to continue its work of overseeing the development and implementation of plans to renovate and expand the facilities of the Police and Fire Departments; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
No Recommendation

ARTICLE 43: CONTINUE TOWN GOVERNMENT REVIEW COMMITTEE

To see if the Town will vote to continue the Town Government Review Committee, established by vote of the 1988 Annual Town Meeting under Article 65; to make a study relative to the Charter, structure and management of the Town Government and to the delivery of Town services, with a view to ways and means of improving the same; that the several officers, departments, boards, committees and other administrative agencies of the Town provide said Committee with such information and materials relative to their organization, functions and activities, other than information and records classified as confidential by State and Federal laws and regulations, as said committee may request; and report its recommendations to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Town Government Review Committee
FINANCE COMMITTEE RECOMMENDS THAT:
No Recommendation

ARTICLE 44: TRANSFER OF FREE CASH

To see if the Town will vote to transfer a sum from the Free Cash Certified Account to meet, in part, appropriations made at this Town Meeting, and to authorize the Town Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 1991; or take any other action relative thereto.

INSERTED BY: Finance Committee
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation deferred.

ARTICLE 45: OMNIBUS ARTICLE

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked

for, or proposed by the Selectmen, or any Town Officer or Committee; to appoint such committees as may be decided upon; and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT:
Recommendation Deferred.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least 7 days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 13th day of March, 1990.

Sally B. Davis
David S. Eldridge, Jr.
Marsha M. Carleton
John D. Marr, Jr.
H. Phillip Garrity, Jr.

SELECTMEN OF NEEDHAM

a true copy

Attest:

Constable
Frank J. Reinhardt, Jr.

PLANNING BOARD SUMMARY

In accordance with Article 84 of the Annual Town Meeting of 1963, the Planning Board submits the following brief report regarding its zoning amendment articles inserted in the 1990 Annual Town Meeting Warrant. The Board is sponsoring one non-zoning article this year, which is also summarized below. (It should be noted that in accord with its usual custom, the Board will also make a fuller report available to all Members who attend Town Meeting in May.)

RE: Article 9: Establishment of New Chestnut Street Business District

A new business district located generally on either side of Chestnut Street would be established by this Article. (The actual boundaries of the new CB District on the Zoning Map are described in Article 10.) Proposed regulations include a list of uses that are permitted either by right or by special permit, or that are not permitted; a maximum floor area ratio, or FAR, of 0.7; a maximum building height of 2½ stories and 35 feet; a minimum front setback of 20 feet; and provisions for a 50-foot rear or side setback, half of which must be landscaped, when located adjacent to a residentially zoned district.

Other features of the new Chestnut Street Business District are provisions regulating the location of building entrances, with the Planning Board authorized to grant special permits in certain cases; and provisions which would enable the Board to conduct Site Plan Review with input from the Design Review Board and to grant special permits for all new construction, building additions of 1,000 square feet or more, for projects that create 10 or more parking spaces, and for projects that require a new curb-cut.

RE: Article 10: Map Change from Business District to Chestnut Street Business District

This Article describes the geographical boundaries of the new Chestnut Street District, which would be generally bounded on the north by Keith Place and the northern property line of the Fire-Police Station Building; on the east by the existing zoning boundary line between the Business and residentially zoned districts; on the south by Junction Street and the MBTA commuter railroad right-of-way; and on the west by the same commuter railroad right-of-way, which also serves as the existing zoning boundary line between the Business and General Residence District.

A separate and distinct area currently zoned as a Business District would also be changed to a Chestnut Street Business District. This second area would be bounded generally on the north by May Street, on the east by the MBTA commuter railroad right-of-way, on the south by Eaton Square and on the west by Garden Street.

RE: Article 11: Establishment of New Center Business District

Article 11 establishes a new Center Business District for the core of Needham Center, which can also be called the downtown area. Use regulations in terms of uses allowed as of right, by special permit or prohibited would be established. Dimensional regulations would include a base FAR of 1.0 or the FAR as of January 1, 1990, whichever is greater; a maximum building height of 2½ stories and 35 feet; and a minimum front setback of 3 feet or the average of the two adjacent buildings, whichever is smaller.

In the proposed Center Business District, provisions would also be included that regulate the location, number and character of driveway openings, prohibiting those that require new curb-cuts and authorizing the Planning Board to grant special permits increasing the FAR to 1.2 where use of a shared driveway eliminates the need for an individual driveway; and that restrict the construction of enclosed parking structures to below the grade of adjoining streets and that require that the access to such enclosed parking structures be from the rear of the building.

Further regulations in the new CB District would provide for a 50-foot rear or side setback, half of which must be landscaped, when located adjacent to a residentially zoned district; provide that first-floor businesses have individual entrances from the street, except where such requirements would restrict redevelopment of an existing building, in which case the Planning Board is authorized to grant a special permit; and that provide for building entrances to be located on the street or streets on which a building fronts, and if a building fronts on Chestnut Street, Highland Avenue, Great Plain Avenue or Chapel Street, the primary entrance must be located on one of those streets.

Driveways providing for drive-through customer service would not be allowed in the Center Business District. New regulations governing the waiver of the number of off-street parking spaces otherwise required would provide for the Planning Board to grant special permits waiving all or a fewer number of such spaces, but only if a proposed project met all of the four conditions listed in the Article.

Finally under Article 11, Site Plan Review Special Permits with input from the Design Review Board would be required from the Planning Board for any construction project that creates or adds gross floor area, or that changes an exterior facade.

RE: Article 12: Map Change from Business District to Center Business District

This Article describes the geographical boundaries of the new Center Business District, which would be generally bounded on the north by May Street and by the existing zoning boundary line between the Business and residentially zoned districts; on the east by Pickering Street and the existing zoning boundary line between the Business and residentially zoned districts; on the south by the existing zoning boundary line between the Business and residentially zoned districts, and Keith Place; and on the west by the existing zoning boundary line between the Business and Single Residence B District, and by Eaton Square and the MBTA commuter railroad right-of-way.

RE: Article 13: National Flood Insurance Program Requirements

Article 13 would add certain conditions to the granting of special permits by the Board of Appeals under existing sections in the Zoning By-Law that relate to limited construction in a Flood Plain District. The conditions deal with water supply and sanitary sewerage systems, adequate drainage and notification and are required under the National Flood Insurance Program.

RE: Article 14: Front Setback Buffer Regulation in Rural Residence-Conservation Districts

This Article would provide for the preservation of natural vegetative buffers along those sections of Chestnut Street, South Street and Charles River Street located in a Rural Residence-Conservation District. Within the existing minimum front setback of 50 feet, the first 35 feet measured from said streets would be devoted to such buffers.

RE: Article 15: Clarification of the Definition of the Word "Coverage"

Article 15 is technical in nature and would clarify the definition of "coverage", particularly as it relates to underground parking structures.

RE: Article 16: Technical Addition to List of Application Materials for Site Plan Review

Building floor plans and related material would be required to be submitted with applications for Site Plan Review under this Article.

RE: Article 17: Change in Maximum Building Coverage for Exempt Uses in RRC and SRA Districts

As currently written, uses exempt by statute from use regulations are limited in terms of building coverage to a maximum of 25 percent of lot area regardless of what zoning district they are located in. This article would change the maximum lot coverage for exempt uses to 15 percent in the Rural Residence-Conservation and Single Residence A Districts.

RE: Article 21: Acceptance of Provision in Subdivision Control Law to Allow Town to Use Developer's Forfeited Funds to Complete Work

The Board is also sponsoring, Article 21, a non-zoning article that would enable the Town to use forfeited funds to complete required work in a subdivision. As things stand now, when a developer defaults on the construction of a subdivision road or on the installation of municipal services, the performance guarantee held by the Town in the form of a performance bond or cash deposit would find its way into the General Fund. Thus the funds required to complete the work would have to be appropriated by Town Meeting. By accepting the provisions of the statute referenced in Article 21, the Public Works Department would be able to use the remaining funds to complete the job. The Board of Selectmen, however, would have to approve the use of such funds on a case-by-case basis.

REPORT OF THE PUBLIC WORKS DEPARTMENT

The Operating Budget of the Public Works Department originally proposed for Fiscal Year 1991 was about 7 million dollars with 2.5 million earmarked for salaries and 4.5 million for expenses. As in prior years, a considerable amount of money found in the Public Works Budget is actually expended for the benefit of other Town Agencies. In an effort to assist Town Meeting Members to understand a most complex budget that comprises 75 pages of statistical data, the following information is provided. Of the \$258,821. requested for the Engineering Division, \$26,463. was for service to the Assessor's Department, \$20,521. for the Planning Board and \$20,548. for other Town agencies. Of the \$543,301. requested in the Park Division, \$182,368. was to service the needs of the Park and Recreation Commission, \$28,220. for the Conservation Commission at Ridge Hill and \$71,988. for Memorial Park.

Many non-Public Works functions are performed by the Department that do not have a specific dollar value assigned in the budget. Examples of these would include supplying diesel fuel to the Fire Department, decorating the Christmas Blue Trees, setting up the voting precincts for all local, state and federal elections, moving any Town department whose office may be relocated, moving and storing of Civil Defense emergency supplies, assisting in renovation of Town buildings, delivering meals to the elderly during snow emergencies and assisting the Board of Health in the Federal Food Surplus Program.

In short, the Public Works Department, by virtue of its makeup and capability, is called upon by all public, semi-public and civic organizations to render assistance in those areas that require men and equipment to accomplish a task that otherwise would have to be performed by private enterprise at considerable expense.

Perhaps another statistic that would prove helpful to Town Meeting Members is the amount of revenue brought into the Town each year through the direct and indirect efforts of the Department. As a result of increased user charges, previously established by the Selectmen, a total of \$3.3 million was received from various sources in Fiscal 1989. It is reasonable to assume that at least 3.5 million dollars will be received in Fiscal Years 1990 and 1991.

Customarily at this juncture a detailed explanation of Public Works sponsored Articles would appear to assist Town Meeting Members in reaching decisions on issues that contained technical information.

In most cases those Articles would constitute the Capital Budget Program of the department and would have included items for FY 1991 such as follows:

| | |
|--|-----------|
| Replace overhead doors and paint the Public Works Building | \$45,000. |
| Set aside funds for the closing of the landfill | 50,000. |
| Continue to replace Traffic Signal Equipment | 40,000. |
| Sewer System Rehabilitation | 250,000. |
| Storm Drainage Improvements | 20,000. |
| Water System Rehabilitation | 100,000. |

Because of the Town's fiscal plight all of these programs have been deleted from the 1990 Warrant and will have a severe impact on the maintenance of the departments infrastructure.

The Operating Budget referred to earlier, described the budget as originally submitted and was level funded for the sixth consecutive year. The department had reduced its permanent staff to 80 employees in FY 1986 and has remained at that level despite expanding its maintenance work load and opening the new solid waste transfer station. In effect the department has lost ground during this six year period and is seriously lagging in its maintenance and repair programs.

The operation of the transfer station has necessitated the addition of three full-time employees to the Disposal Area staff. These people were taken from the ranks of the Highway Division thereby curtailing the activities of that division.

Now the department is told to reduce its budget by \$250,000. This cut will eliminate four full-time positions and twenty seasonal laborer positions that were utilized to continue services during vacation periods of permanent employees and comes at a time when the department is struggling to meet its obligation to the community.

Following is an explanation of Public Works Articles as they appear in the Warrant for this Town Meeting.

RE: Article 4: Authorization to Expend State and County Funds

Continuing changes in what was formerly known as the Chapter 90 Program require an affirmative vote on this Article to insure the receipt of funds from the County and the Commonwealth. The Article merely authorizes the Board of Selectmen to accept the funds and contract with the State and/or County for maintenance projects on eligible Town roads. Any funds received will be dedicated to resurfacing existing pavements on Public Ways or to address traffic improvements. No funds are anticipated.

RE: Article 5: Street Acceptance - Non Betterment

The street listed in the Article was constructed under the Subdivision Control Law and has been approved for acceptance by the Planning Board and Public Works Department. A public hearing will have been held by the Selectmen prior to the Annual Town Meeting.

TOWN GOVERNMENT REVIEW COMMITTEE

The Town Government Review Committee was established by vote of the 1988 Annual Town Meeting "to make a study relative to the Charter, structure and management of the Town Government, and to the delivery of Town services." The Committee is comprised of nine members appointed in the following manner:

- Four members appointed by the Town Moderator, of whom two shall be persons who have served for at least six years as members of the Town Meeting, and of whom two shall be persons with experience at the management level in private enterprise;
- Two members to be appointed by the Board of Selectmen who shall be persons who have served as Selectmen;
- Two members to be appointed by the Finance Committee who shall be persons who have served on the Finance Committee;
- One member to be appointed by the Personnel Board who shall have served on the Personnel Board.
- * The Town Meeting also appropriated the sum of \$15,000. for the use of the committee in performing its assigned duties.
- * The Committee was formally constituted in 1989 and engaged the services of a professional consulting firm to perform a review of the structure and operations of Town government. After receiving the consultant's recommendations in May 1989, the Committee undertook its own analysis of Town government through an extensive series of interviews, hearings and meetings with appointed and elected Town officials. The Committee also met with officials from other Town governments in Massachusetts.
- * As a result of these deliberations, the Town Government Review Committee has developed two Warrant articles for the Special Town Meeting to be held within the 1990 Annual Town Meeting to change the duties and responsibilities of certain Town officials and boards. The major objectives which these recommendations seek to achieve, and the Committee's rationale for recommending these changes in Needham Town Government are summarized in the following sections.

Major Objectives

- Eliminate or reduce fragmentation of critical management responsibilities
- Improve Town-wide coordination of financial and personnel affairs
- Centralize budget authority in executive branch of Town government
- Retain legislative oversight of financial and personnel matters

Major Recommended Changes

- Create Town Administrator position
- Assign principal responsibility and authority for Town financial and personnel administration to this position
- Personnel Director and Finance Director to report to Town Administrator and to assist in carrying out assigned duties
- Board of Selectmen appoint Personnel Director (after consultation with Personnel Board)

- Town Administrator to prepare a proposed operating and capital improvement budget for all Town funds and activities, for review by Board of Selectmen
- Board of Selectmen present total budget to Finance Committee, which makes its recommendations to Town Meeting.
- Personnel Board shall monitor the administration of the Personnel By-Law, and recommend such changes to Town Meeting as it deems necessary; also the Personnel Board shall issue, amend or repeal such rules and regulations for the implementation of the Personnel By-Law as it deems necessary

Rationale

The recommendations which are embodied in our proposed articles to Town Meeting address what we believe to be an important weakness in the current structure of Town government; the absence of centralized authority and accountability for the effective management of Town financial and personnel affairs. In these two areas, we feel, more than any other, the current fragmentation of responsibilities within the executive branch of Town government, as well as between the executive and legislative branches, serves to undermine the objectives of sound planning and coordinated management of limited resources.

Our examination of Town government included several other areas which were suggested to us by our consultants and other interested individuals. These included such issues as:

- Consolidation of Town departments and services
- Elimination of some boards and committees
- Reducing the number of elected officials

In these areas, however, we are not making a recommendation to Town Meeting at this time, given our own priorities, time and resource limitations. In addition, we do not feel that there is a compelling case to be made for immediate change in any of these areas, although further review of these issues is warranted.

With respect to the management of Town financial and personnel affairs, however, we believe that there is insufficient authority within the executive branch of government to perform the critical tasks of coordinated budget planning and execution, as well as day-to-day personnel administration. There is too much reliance, in our opinion, on the voluntary cooperation of Town boards and departments in complying with budget guidelines, purchasing procedures, recruitment and selection policies, and other activities which are required both for sound management and compliance with state and local regulations. There is, in short, no structure in place that provides the capacity to plan and act as one, integrated organization, with common goals and priorities.

Of equal importance, we feel, is the need to place the Town's professional management staff, including the Personnel Director, entirely within the executive branch of government, and to clarify the responsibilities and reporting relationships within that branch. This change, in our opinion, is essential to establishing clear and direct accountability for the management of Town government under one elected board - the Board of Selectmen - without removing the advisory and oversight functions performed by the appointed Personnel Board and Finance Committee. These boards, we feel, should continue to serve as the "eyes and ears" of Town Meeting with respect to financial and personnel policies and decisions, and to provide the necessary "checks and balances" to the executive branch.

SPECIAL TOWN MEETING WARRANT



TOWN OF NEEDHAM

7:30 P.M.

MONDAY, MAY 21, 1990

NEWMAN MIDDLE SCHOOL

CENTRAL AVENUE

NEEDHAM

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County,
Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in Elections and in Town Affairs to meet at the Newman Middle School in said Town on

MONDAY, THE TWENTY-FIRST DAY OF MAY, 1990

at seven-thirty o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1. FISCAL YEAR 1990 BUDGET ADJUSTMENTS

To see if the Town will vote to amend and supercede certain parts of the 1990 Operating Budget, adopted under Article 15 at the 1989 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended, or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation deferred.

ARTICLE 2. GENERAL BY-LAW AMENDMENT - TOWN ADMINISTRATION

To see if the Town will vote to amend its General By-Laws, Article II, as follows:

1. By adding a new Section 1 as follows:

There shall be a Town Administrator who shall be the chief administrative officer of the town. He/she shall be appointed by the Board of Selectmen based, in part, upon education, training, and professional experience in full-time public administration and who shall not be an elected office holder of the town. He/she shall be responsible directly to the Board of Selectmen for performance of the duties and obligations given to him/her by by-law, town meeting vote, or by delegation from the Board of Selectmen.

The Town Administrator shall specifically be responsible for effective and professional management of the financial and personnel affairs of the town as described herein. In order to carry out these duties, the Town Administrator shall be assisted by the Finance Director and the Personnel Director who shall be under his/her immediate supervision and direction.

Operating Budget

The Town Administrator shall be authorized to direct all departments to submit their operating budget requests in a form and on a schedule established by the Board of Selectmen.

On or before a date determined by the Board of Selectmen, the Town Administrator, with the assistance of the Finance Director, shall submit to the Board a written proposed budget for town government for the ensuing fiscal year. The proposed budget shall provide a complete financial plan of all town funds and projected expenditures.

The budget shall show in detail all estimated income from the proposed tax levy and other sources and all proposed expenditures, including debt service, for the following year. The budget shall be arranged to show the actual and estimated income and expenditures for the previous, current, and ensuing fiscal year.

The Board of Selectmen shall review the proposed budget and make such changes as it considers necessary to reflect its stated policies and program objectives. It shall return the proposed budget to the Town Administrator for presentation to the Finance Committee for its review on or before a date agreed upon by the Finance Committee, which shall in no event be less than 120 days prior to the annual Town Meeting.

Capital Improvements Budget

The Town Administrator shall be authorized to direct all departments to submit their capital budget requests in a form and on a schedule established by the Board of Selectmen.

The Town Administrator shall submit annually to the Board of Selectmen a five year capital improvements program to include: (a) a list of all capital improvements proposed to be undertaken during the next five years, together with supporting data; (b) cost estimates, methods of financing, and recommended time schedule, and (c) the estimated annual cost of operating and maintaining any facility to be constructed or acquired. He/she shall be assisted in development of the capital improvements plan by the Finance Director. The first year of the Capital Improvements Program shall constitute the proposed capital improvements budget for the coming fiscal year, and the ensuing four years of the plan are included for planning purposes.

The Board of Selectmen shall review the proposed capital improvements budget and make such changes as it considers necessary to reflect its stated policies and program objectives. It shall return the proposed budget and plan to the Town Administrator for presentation to the Finance Committee for its review on or before a date agreed upon by the Finance Committee, which shall in no event be less than 120 days prior to the annual Town Meeting.

Financial Management

The Town Administrator shall be responsible for keeping full, complete, and current records of the financial and administrative activities of the town and shall render a full report to the Board of Selectmen at the end of the fiscal year and otherwise as they may require.

The Town Administrator shall keep the Board of Selectmen informed as to the financial condition and needs of the town and shall make recommendations to the Board as he/she deems necessary or expedient.

Personnel

The Town Administrator shall be responsible for administration of the town Personnel By-Law, including the implementation and administration of the wage and classification plan; personnel evaluation policies and practices; administration of employee benefits; labor relations, including the enforcement of labor contracts; compliance with state and federal equal opportunity laws, including Affirmative Action. He/she shall be assisted in this execution of these duties by the Personnel Director in accordance with the Personnel By-Law.

2. By striking Section 2 of Article II.

3. By changing the numbering of present Section 1 of Article II, Town Finance and Administration, to Section 2 in Article II.

4. By striking out from the first paragraph of newly renumbered Section 2 everything following the words "by the various Town departments" through the end of that paragraph and inserting a period after the words "Town departments".

5. By striking out the third paragraph of newly renumbered Section 2 and inserting in place thereof the following:

"The committee shall report to all town meetings its recommendations, in print or otherwise, on all articles having a financial impact on the Town."

6. By striking out Section 5 (b) of Article II in its entirety and by changing the numbering of Section 5(a) to Section 5.;

or take any other action relative thereto.

INSERTED BY: Town Government Review Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation deferred.

ARTICLE 3. CONSOLIDATED PERSONNEL BY-LAW AMENDMENT

To see if the Town will vote to amend its Consolidated Personnel By-Law (General By-Laws, Article IX), 1989 Compilation, as most recently amended, by further amending the same as follows:

1. Be inserting after the definition of "Town", in Section 4, the two following definitions:

Town Administrator - The Town Administrator established by Section 1 of Article II of the General By-Laws, as amended.

Town Charter - The Needham Special Home Rule Charter Act (Acts of 1971, Chapter 403), as amended.

2. By striking out, in Section 4, the definition of "Classification Plan", and by inserting in place thereof the following definition:

Classification Plan - The classification plan established by Section 11 of the by-law, and by votes of the Town Meeting in relation thereto, under authority of Sections 108A and 108C of Chapter 41 of the General Laws, as amended.

3. By striking out, in Section 4, the definition of "Compensation Plan", and by inserting in place thereof the following definition:

Compensation Plan - The compensation plan established by Section 12 of this by-law, and by votes of the Town Meeting in relation thereto, under authority of Sections 108A and 108C of the General Laws, as amended.

4. By amending the definition of "Compensatory Time", in Section 4, by inserting after the words "division head", the words "and subject to the approval of the Town Administrator".

5. By striking out, in Section 4, the definition of "Consolidated Personnel By-Law", and inserting in place thereof the following definition:

Consolidated Personnel By-Law - Article IX of the General By-Laws of the Town of Needham, as amended.

6. By striking out, in Section 4, the definition of "Personnel Director", and by inserting in place thereof the following definition:

Personnel Director - An appointee of the Board of Selectmen as described in this by-law, Section 6, Personnel Director.

7. By striking out Clause (ii) of Subsection (c) of Section 5 and by inserting in place thereof the following clause:

(ii) By-Law Administration. The Board may issue, amend or repeal administrative orders, procedural rules, and regulations for the purpose of implementing powers and duties vested in it by this by-law and by votes of the Town Meeting pertaining to Town personnel matters. It shall monitor the administration of those aspects of this by-law vested in the Town Administrator and shall make such recommendations to the Town Meeting in respect thereto as said Board deems necessary, proper and prudent, to maintain the integrity of the operation and policies of this by-law. All employees and elected officers shall comply with and assist in furnishing records, reports and other information requested by said Board.

8. By amending Clause (iii) of Subsection (c) of Section 5 as follows:

(a) By striking out the words "under its jurisdiction" in the third line of the first paragraph, and inserting in place thereof the words "subject to this by-law"; and (b) by striking out the second paragraph.

9. By striking out, in Subsection (c) of Section 5, Clause (iv) and renumbering existing Clause (v) to be Clause (iv).

10. By inserting after Section 5 the following new Section:

Section 5A. Duties of Town Administrator

(a) The Town Administrator shall be responsible for the administration of the Consolidated Personnel By-Law, except as to such powers and duties as are expressly assigned thereby to the Personnel Board.

With the approval of the Board of Selectmen, the Town Administrator shall delegate to the Personnel Director and Department such powers and duties as the Town Administrator deems appropriate for the expeditious and efficient management of Town personnel matters. Such delegation shall be by means of a written instrument, approved by the Selectmen, which spells out clearly the powers and duties delegated to the Personnel Director; and a copy of such instrument shall be filed promptly with the Personnel Board.

(b) The Town Administrator shall be responsible for the implementation of the Classification and Compensation Plans, subject to such rules and regulations relative thereto as the Personnel Board may from time to time adopt, amend or repeal.

(c) The Town Administrator shall:

(i) Ensure that the Town maintains an effective personnel system by developing and monitoring the effectiveness of policies, procedures and practices as required by law, in accordance with proper personnel practices.

(ii) Ensure that the recruitment, selection, promotion, transfer, discipline and removal of employees are conducted in accordance with applicable state and federal laws, and with Town by-laws and policies adopted pursuant to the same.

(iii) Oversee administration of an affirmative action program for all departments and positions subject to the provisions of this by-law, to ensure that the town acts affirmatively in providing maximum opportunities to all persons regardless of sex, color, creed, race, or national origin for entry level and promotional positions, and provide equal treatment in all aspects of personnel administration.

(iv) Take care to see that the rights of honorably discharged veterans of the armed forces of the United States shall be observed in the hiring, promotion, layoff or other discharge of employees under this by-law, insofar as such rights are prescribed by state and federal law.

(v) Administer employee benefits programs for (a) Town personnel subject to this by-law and (b) such other Town personnel as may be placed under his jurisdiction for these purposes by department not subject to this by-law.

(vi) Establish and maintain a centralized personnel record keeping system as may be required by law and/or good personnel management practice, for the effective administration of Town personnel and for the purpose of the Personnel Board, provided that the Town Administrator shall consult from time to time with that Board in respect to said system and in respect to the information required by said Board for its purposes.

(vii) Provide such advice, assistance and information to the Personnel Board as it may require for the discharge of its functions under this by-law.

(viii) Provide advice and assistance to department heads, supervisory personnel, and employees, on all aspects of personnel administration.

(ix) Develop in-service training programs for Town personnel, to improve the quality and effectiveness of their job performance.

(d) When so required by a formal vote or regulation of the Board of Selectmen, the Town Administrator shall perform such duties in respect to labor relations, collective bargaining, and the enforcement of collective bargaining agreements under Chapter 150E of the General Laws as the Selectmen determine.

(e) The Town Administrator shall file promptly with the Personnel Board copies of any rule or regulation adopted under Subsection (c) and of any order or regulation adopted under Subsection (d), and of any amendment or repeal thereof.

11. By striking out Section 6 and by inserting in place thereof the following section:

Section 6. Personnel Director

(a) The Board of Selectmen, after consultation with the Personnel Board, may appoint a Personnel Director. Any persons so appointed to the office of Personnel Director shall be qualified by reasons of experience in personnel administration and knowledge of the state and federal laws governing municipal personnel administration in the Commonwealth. The minimum qualifications for appointment to said office shall be set forth in an official job description or position description developed jointly by the Board of Selectmen, Town Administrator, and Personnel Board.

(b) The Personnel Director shall manage the daily operations of the Personnel Department, under the supervision and direction of the Town Administrator.

(c) The Personnel Board may, by formal vote or regulation, delegate any of its powers, duties and responsibilities to the Personnel Director. Said Board shall file a copy of such vote or regulation with the Personnel Director and the Town Administrator.

12. By adding at the end of Paragraph (a) of Section 10 the following sentence: Such appointing authority shall promptly forward a copy of such notice to the Town Administrator.

13. By inserting after the first sentence of Paragraph (b) of Section 10 the following new sentence: If the aforesaid appointing authority is a department, board, committee or agency serving under the Board of Selectmen, such authority may not make such an emergency appointment without first obtaining the approval of the Town Administrator or his designated agent.

14. By striking out the second sentence of Clause (c)(i) of Section 10 and inserting in place thereof the following sentence: The examining physician shall advise the Personnel Department, in such form as the Personnel Board may require, whether or not the person is mentally and physically capable of performing the duties of the position.

15. By striking out the first sentence of Section 11 and by inserting in place thereof the following sentences: The Personnel Board shall formulate annually and submit to the Annual Town Meeting for its approval a schedule setting forth the classes of positions, by job title, in the Town service, which are subject to the provisions of this by-law, such schedule to be incorporated with the Compensation Plan submitted under the provisions of Subsection (a) of Section 12. Said schedule of classes of positions, as approved by the Annual Town Meeting, and the provisions of this Section, shall constitute the Classification Plan authorized by Section 108A of Chapter 41 of the General Laws, as amended.

16. By inserting after the first sentence of Subsection (b) of Section 11 the following sentence: Said Board shall provide copies of such official written descriptions to the Town Administrator and to the Town Clerk for their respective purposes under this by-law and the laws of the Commonwealth.

17. By striking out the first two sentences of Subsection (a) of Section 12 and by inserting the following two sentences: The Personnel Board shall, after consultation with the Town Administrator, prepare annually, and submit to the Annual Town Meeting for its consideration and action, a Compensation Plan pursuant to Section 108A of Chapter 41 of the General Laws, as amended, for the Classification Plan proposed by said Board under Section 11. The Compensation Plan shall be administered by the Personnel Director, under the supervision and direction of the Town Administrator, except as otherwise provided herein.

18. By adding at the end of Subsection (a) of Section 12 the following paragraph: If an article is inserted in the warrant for an Annual or Special Town Meeting by voter petition under Sections 10 and 12 of Chapter 39 of the General Laws, as amended, or under Section 12A of the Town Charter, as amended, which petition calls for amendments to either the Classification Plan or Compensation Plan, or both, a copy of such petition shall be furnished to the Personnel Board as soon as possible by the Town Administrator, together with any explanatory information he is able to provide. The Personnel Board shall report to said Town Meeting that the proposal in such petition "ought to be adopted", or "ought to be adopted with an amendment or amendments" specified by the Board, or "ought to be referred for further study and a report to the next ensuing Annual Town Meeting", or "ought to be rejected".

19. By amending the Classification and Standard Rates of Compensation voted by the 1990 Annual Town Meeting incorporated by reference into the Consolidated Personnel By-Law, by striking out, in Schedule A, the class title "Executive Secretary, Selectmen" and the Grade "S-22".;

or take any other action relative thereto.

INSERTED BY: Town Government Review Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation deferred.

ARTICLE 4. GENERAL BY-LAW AMENDMENT - REVIEW OF COLLECTIVE BARGAINING AGREEMENTS BY PERSONNEL BOARD AND FINANCE COMMITTEE

To see if the Town will vote to amend its General By-Laws, Article 1, as follows:

1. By adding a Section 9 as follows:

(A) This section is enacted in the exercise by the Town Meeting of its authority under Section 15 of Chapter 39 of the General Laws, as from time to time amended, and in the exercise of its customary and traditional liberties under Section 1 of the Municipal Home Rule Amendment to the State Constitution (Amendment Article 11, as revised and Amendment Article LXXIX), to establish its own rules of Town Meeting procedure.

(B) As used herein, the term "employer" shall mean the Board of Selectmen or such other town officer or board as they may from time to time designate to undertake the negotiation of collective bargaining agreements on behalf of the Town, acting pursuant to Chapter 150E of the General Laws, as from time to time amended.

(C) When a collective bargaining agreement has been signed by the employer with any organization of town employees under said Chapter 150E, the employer shall promptly provide to the Personnel Board and to the Finance Committee (1) a copy of said agreement, (2) a copy of the motion to be presented to the Town Meeting proposing an appropriation or appropriations to fund the cost items of said agreement (as defined in said Chapter 150E), and (3) any explanatory or other information relevant to said agreement which said Board or Committee may request. Said Board and said Committee shall report their respective recommendations to the Town Meeting as to whether or not the motion to appropriate for the funding of cost items in the collective bargaining agreement ought to be adopted.

(D) The motion to be presented to the Town Meeting under paragraph (C) above shall be offered in such standard form as determined by the Finance Committee after consultation with the Board of Selectmen and the Personnel Board. Said motion shall identify clearly the collective bargaining agreement to be funded and the amount or amounts to be appropriated in such a way that Town Meeting members will know what agreement is to be funded, how it is to be funded, and what is the grand total of the cost items to be funded in relation to said agreement. Prior to consideration by the Town Meeting of any motion to fund the cost items of a collective bargaining agreement, the employer shall provide Town Meeting members with a fair and concise summary of said agreements, and information as to the amount of the appropriation or appropriations being requested to fund the same.

(E) A motion to fund the cost items of a collective bargaining agreement, once introduced upon the floor of Town Meeting, shall be amendable only upon a motion to amend offered by or on behalf of the employer or the Finance Committee for the purpose of correcting an error. No other motion to amend shall be admissible. The motion to fund, so corrected if necessary, shall be voted or rejected by the Town Meeting. No motion in relation to a collective bargaining agreement will be admissible which the Moderator, after consultation with Town Counsel, determines it to be in contravention of Chapter 150E of the Massachusetts General Laws.

INSERTED BY: Town Government Review Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation deferred.

ARTICLE 5. GENERAL BY-LAW AMENDMENT - PROCUREMENT OF SERVICES, EQUIPMENT, SUPPLIES AND MATERIALS

To see if the Town will vote to amend its General By-Laws Article II Town Finance and Administration by deleting Sections 7 and 7A in their entirety, and by authorizing the Town Clerk to renumber the remaining sections as required; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation deferred.

ARTICLE 6. GENERAL BY-LAW AMENDMENT - DEPARTMENT OF PURCHASE

To see if the Town will vote to amend its General By-Laws Article XVI Department of Purchase by deleting the Article in its entirety, and by authorizing the Town Clerk to renumber the remaining articles as required; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation deferred.

ARTICLE 7. GENERAL BY-LAW AMENDMENT - DISPOSAL OF SURPLUS PROPERTY

To see if the Town will vote to amend its General By-Laws Article II, Section 15, by deleting the Section in its entirety and by authorizing the Town Clerk to renumber the remaining sections as required; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation deferred.

ARTICLE 8. EXTENDED TIME PERIODS FOR CERTAIN CONTRACTS

To see if the Town will vote to authorize the Town to solicit, award and enter into certain types of contracts for periods exceeding three years but not to exceed the time period specified, as follows, including any renewal, extension or option provision:

| | <u>Years</u> |
|---|--------------|
| Lease of public lands and buildings | 10 |
| Lease of any equipment | 10 |
| Lease purchase of any equipment | 10 |
| Maintenance agreements for equipment, buildings, or grounds | 5 |
| School transportation | 5 |
| Purchase of oil and fuel | 5 |
| Lighting | 10 |
| Sewer and disposal contracts | 30 |
| Incineration, composting garbage, recycling | 20 |
| Water supply construction | 20 |
| Water supply | 20 |
| Water studies | 10 |
| Environmental studies and consultants | 10; |

or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation deferred.

ARTICLE 9. GENERAL BY-LAW AMENDMENT - SALE OF TAX TITLE PROPERTY

To see if the Town will vote to amend its General By-Laws Article II Town Finance and Administration, Section 4 by adding the following language in the second sentence, after the word "auction,", "or pursuant to the procedures permitted by G. L. c. 30B," so that as amended the Section reads as follows:

Section 4. The Town Treasurer shall have the custody, management and sale of all lands held by the Town under a tax collector's deed, or a taking of land for taxes after the title of the Town has become absolute by the foreclosure of the right of redemption according to law, or under a deed to the Town by the owner of the equity of redemption given in lieu of foreclosure proceedings. And he is authorized and empowered with the approval of the Selectmen, in the name and on behalf of the Town, to sell such lands at public auction, or pursuant to the procedures permitted by G. L. c. 30B, and to execute, acknowledge and deliver proper deeds for that purpose. Notice of any sale by auction shall be published in a newspaper published in the Town for three consecutive weeks, the first publication to be not less than twenty-one days before the sale.;

or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation deferred.

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 24th day of April, 1990.

**Marcia M. Carleton
H. Phillip Garrity, Jr.
David F. Eldridge, Jr.
John D. Marr, Jr.
Sally B. Davis**

SELECTMEN OF NEEDHAM

A TRUE COPY

Attest:

Constable

Walter A. Wright, Jr.

**Summary of G. L. c. 30B, The Uniform Procurement Act,
affecting Article 5 through Article 9**

Chapter 687 of the Acts of 1989 created the Uniform Procurement Act, cited as General Laws Chapter 30B, which regulates municipal contracting for supplies and services as well as the purchase, sale and rental of real property and the disposal of surplus supplies and real property. Chapter 30B specified new advertising, bidding and award procedures for supplies, services and real property. Chapter 687 also struck many existing statutory provisions relating to municipal procurement thereby affecting provisions of the General By-Laws of the Town of Needham. The legislation was signed on January 10, 1990 and the effective date for mandatory implementation of the new law is May 1, 1990. Contracts signed on or after that date which are not awarded in compliance with the statutory procedures will be invalid. Chapter 30B is not subject to local acceptance.

Article 5: G. L. c. 30B allows local awarding authorities to raise to \$10,000 the threshold for advertising many procurements, including small construction contracts and purchases of supplies and services. Sections 7 and 7A of Article II of the General By-Laws provided that mechanical or other work, and equipment, supplies or materials estimated to cost four thousand dollars or more may only be procured following public advertisement and receipt of sealed proposals. These sections were based on G. L. c. 40, Sec. 4G. G. L. c. 40, Sec. 4G was recently repealed by Section 10 of Chapter 687. If these sections are deleted from the General By-Laws, procurements valued at \$1,000 to \$10,000 may, hereafter, be made based upon telephone solicitation of three or more vendors. This procedure will streamline and modernize the purchasing of services and materials for the Town.

Article 6: G. L. c. 30B requires that the Board of Selectmen appoint a Chief Procurement Officer to use the request for proposal system in awarding contracts and to centralize all procurements for the Town. The Chief Procurement Officer may delegate procurement responsibilities to other Procurement Officers such as department heads.

Article XVI of the General By-Law, inserted in 1973, provides for a Department of Purchase to centralize all Town purchases with the exception of purchases by the School Department. The Department of Purchase theoretically created by the By-Law has never existed. In material ways the provisions of the By-Law differ from new Chapter 30B and are more strict than new G. L. c. 30B. Specifically, under the By-Law the Purchasing Agent appointed by the Selectmen may not delegate any of his responsibilities to any other department heads. Deleting Article XVI of the General By-Law will enable the Town to take full advantage of the new law, while complying with one rather than two sets of procedures.

Article 7: G. L. c. 30B also governs the disposal of surplus property. G. L. c. 30B requires solicitation of bids for surplus goods valued over \$500 and permits sale by competitive bids, public auction, or established market. G. L. c. 30B also permits sales to charitable organizations for less than fair market value.

Section 15 of Article II of the Needham General By-Law is more strict because it requires the sale through competitive bids only for all goods valued over \$100.

Article 8: Prior to the enactment of G. L. c. 30B municipalities could enter into contracts for only one year unless a longer time period was permitted by statute, most commonly Chapter 40, Sec. 4. That statute has been deleted and G. L. c. 30B now permits municipalities to enter into contracts for any purpose for up to three years, subject to annual appropriation. G. L. c. 30B also permits Town Meeting to approve longer contract periods as it deems advisable.

Article 9: Needham General By-Law Article II, Section 4 provides for sale by auction only of land owned by the Town under a tax collector's deed, tax title taking, foreclosure and deed in lieu of foreclosure.

G. L. c. 30B does not apply to tax title taking or the auction of tax title property authorized under the provision of G. L. c. 60. However, any sale of tax title property other than by auction, including a sale after foreclosures, is subject to G. L. c. 30B. Therefore, the Needham By-Law is more restrictive than G. L. c. 30B and by amending the By-Law the Town may include sales through competitive bids rather than solely by auction.

**Town Clerk's Office
Needham, Mass. 02192**

ATTN: SPECIAL TOWN MEETING WARRANT

TOWN OF NEEDHAM



TOWN CLERK'S RECORDS

OF THE

SPECIAL TOWN MEETING

September 13, 1989

ANNUAL TOWN ELECTION

April 8, 1990

RECOUNT OF VOTES CAST FOR WRITE-IN VOTES FOR
TOWN MEETING MEMBERS IN PRECINCT C

April 25, 1990

ELECTION

(To Break Tie Vote in Precinct C for Town Meeting Member)

May 2, 1990

ANNUAL TOWN MEETING

May 7, 1990

SPECIAL TOWN MEETING

May 15, 1990

SPECIAL TOWN MEETING

May 21, 1990

RECOUNT OF VOTES CAST FOR
THE GENERAL OVERRIDE BALLOT QUESTION

June 2, 1990



SPECIAL TOWN MEETING

September 13, 1989

Pursuant to a Warrant issued by the Selectmen August 16, 1989, the Inhabitants of the Town of Needham qualified to vote in Town affairs met in the Derwood A. Newman Middle School on Wednesday, September 13, 1989, at 7:30 o'clock in the afternoon.

Checklists were used and 232 voters, including 207 Town Meeting Members, were checked on the list as being present.

The meeting was called to order at 7:30 o'clock by the Moderator, Richard P. Melick.

Rev. Paul C. Clayton, Pastor, Needham Congregational Church, gave the invocation. Following this, the call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator announced the following ground rules and these were adopted unanimously:

1. A speaker will be ruled out of order who refers to personalities. Let us remember that we are one Town Meeting Family with a common goal: the best interest of the community.
2. Rise to be recognized and address the chair; speak your name so that the Town Clerk can complete her records.
3. Disclosure required by one employed as an attorney by another who is interested in a matter; General By-Laws, Art. I, section 5.
4. If lengthy or complicated motions are not drafted and reviewed by the Moderator prior to being placed on the floor, then the speaker will yield the floor to another speaker while the drafting and formulation process is occurring.
5. Short motions to amend and procedural motions need not be in writing.
6. Parliamentary procedures known as "points of information" and "points of order" shall be strictly construed so as not to elong or permit debate after a motion to move the previous question has been voted in the affirmative.
7. Limits of debate shall be enforced.
8. Questions asked for general information purposes unnecessary for the consideration of the matter on the floor shall be ruled out of order.

Unanimous consent was given to adopt the following limits of debate:

25 minutes - Committee Chairmen, proponents, attorneys representing proponents; subject to extension at the discretion of the Moderator in cases of a building committee report or the like.

10 minutes - Town Meeting Members, non-town meeting members, visitors other than attorneys.

9. If a speaker either makes any reference whatsoever to the existence or presence of cameras within the hall or within the sole discretion of the Moderator it is believed that the remarks of the speaker are in any way affected by the existence of the cameras, then in either event the speaker will be ruled out of order and requested to immediately be seated.

10. After a motion to put the previous question has been voted, a member may rise to a point of information only to inquire (1) what the motion or motions are that are to be put pursuant to said vote, or (2) to ask as to the order in which motions are to be so put if there be more than one motion to be voted upon, and for no other purpose.

Unanimous consent was given to omit the reading of the substance of each article when reached.

ARTICLE 1 FISCAL YEAR 1990 BUDGET ADJUSTMENTS

To see if the Town will vote to amend and supersede certain parts of the 1990 Operating Budget, adopted under Article 15 at the 1989 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended; or take any other action relative thereto.

MOVED: That the Town amend and supersede certain parts of the 1990 Operating Budget, adopted under Article 15 at the 1989 Annual Town Meeting, as follows:

BOARD OF SELECTMAN:

| | |
|--|------------|
| 1. Salaries | \$176,378. |
| 2. Telephone Charges | 70,338. |
| 3. Expenses | 78,983. |
| 4. Town Meetings | 10,500. |
| 5. Capital Outlay | 5,200. |
| (Raised by transfer of \$830. from the sale of assets and \$4,370. from the Federal Revenue Sharing Fund.) | |
| 12. Street Lighting | 350,000. |
| 14. Garbage | 94,500. |

TOWN CLERK:

| | |
|-------------------------|-----------|
| 15. Salaries | \$69,382. |
| 16. Expenses | 3,510. |
| 17. Travel Out of State | 0. |

BOARD OF REGISTRARS:

| | |
|--------------------------|---------|
| 19. Salaries | 43,192. |
| 20. Expenses | 13,290. |
| 21. Tellers & Canvassers | 6,405. |
| 22. Capital Outlay | 895. |

LEGAL:

| | |
|------------------|---------|
| 23. Salaries | 41,148. |
| 24. Expenses | 4,700. |
| 25. Special Fees | 80,000. |

PERSONNEL:

| | |
|--------------------|---------|
| 26. Salaries | 65,016. |
| 27. Expenses | 26,371. |
| 28. Capital Outlay | 0. |

ASSESSORS:

| | |
|--------------------|----------|
| 29. Salaries | 177,380. |
| 30. Expenses | 9,000. |
| 31. Revaluation | 88,500. |
| 32. Capital Outlay | 0. |

FINANCE DEPARTMENT:

| | |
|---|------------|
| 7. Insurance, General | 588,000. |
| 8. Insurance, Group Life A & H | 2,507,500. |
| 9. Worker's Compensation | 429,000. |
| 10. Property & Casualty Self Insurance | 12,000. |
| 11. Uniformed Services Medical Payments | 72,000. |
| 13. Unemployment Compensation | 30,000. |
| 33. Salaries | 541,000. |
| 34. Audit | 83,500. |
| 35. Travel Out of State | 1,200. |
| 36. Expenses | 431,976. |

FINANCE DEPARTMENT (Cont'd):

| | | |
|-----|---|----------|
| 37. | Capital Outlay | 27,500. |
| | (Raised by transfer of \$27,500. from the sale of Town-owned property on Central Avenue.) | |
| 44. | Maturing Bonds | 985,000. |
| 45. | Bond Interest | 306,544. |
| 46. | Temporary Loan Interest | 0. |

FINANCE COMMITTEE:

| | | |
|-----|--|----------|
| 49. | Salaries | 11,345. |
| 50. | Expenses | 700. |
| 51. | Reserve Fund | 300,000. |
| | (Raised by transfer of \$150,000. from the Overlay Surplus and the balance of \$150,000. from the current tax levy.) | |

CONTRIBUTORY RETIREMENT:

| | | |
|-----|---------------|------------|
| 52. | Salaries | 37,248. |
| 53. | Contributions | 2,676,240. |
| 54. | Expenses | 4,030. |

NON-CONTRIBUTORY RETIREMENT:

| | | |
|-----|------------------------|----------|
| 56. | Chapter 32 Retirements | 222,300. |
| 57. | Past Service Liability | 0. |

EDUCATION:

| | | |
|-----|---|-------------|
| 58. | Salaries | 15,724,105. |
| 59. | Administration | 112,785. |
| 60. | Instruction | 806,717. |
| 61. | Other School Services | 93,193. |
| 62. | Cafeteria Assistance | 0. |
| 63. | Transportation | 694,485. |
| 64. | Operation/Maintenance | 953,300. |
| 65. | Community Service | 82,325. |
| 66. | Fixed Assets | 0. |
| 67. | Tuitions | 1,124,529. |
| 68. | Travel Out of State | 4,500. |
| 71. | Capital Outlay | 420,000. |
| | (Raised by transfer of \$414,500. from the Stabilization Fund and the balance of \$5,500. from the current tax levy.) | |
| 72. | Vocational Education | 396,448. |

POLICE:

| | | |
|-----|--|------------|
| 73. | Salaries - regular | 1,960,125. |
| | (Raised by transfer of \$19,000. from the Parking Meter Fund and the balance of \$1,941,125. from the current tax levy.) | |
| 74. | Salaries - overtime | 262,013. |
| 75. | Education/ Career Incentive | 9,825. |
| 76. | In-service Training | 48,803. |
| 77. | Capital Outlay | 94,853. |
| | (Raised by transfer of \$94,853. from the sale of Town-owned property on Central Avenue.) | |
| 78. | Travel Out of State | 500. |
| 79. | Auto Maintenance | 25,915. |
| 80. | Building Maintenance | 9,400. |
| 81. | Communications | 23,307. |
| 82. | Operating Expenses | 94,279. |
| 84. | Uniforms | 38,825. |
| 85. | Crime Check Committee | 0. |
| 86. | Animal Control | 2,500. |
| 87. | F.B.I. Academy | 500. |

FIRE:

| | | |
|-----|---|------------|
| 88. | Salaries - regular | 2,476,910. |
| 89. | Salaries - overtime | 445,000. |
| 90. | Education/Career Incentive | 25,000. |
| 91. | In-service Training | 92,000. |
| 92. | Capital Outlay | 40,000. |
| | (Raised by transfer of \$40,000. from the sale of Town-owned property on Central Avenue.) | |
| 93. | Travel Out of State | 1,000. |

FIRE (Cont'd):

| | | |
|------|-----------------------------|----------|
| 94. | Building Maintenance | 76,168. |
| 95. | Equipment and Supplies | 131,610. |
| 96. | Service Expenses | 0. |
| 97. | Equipment Maintenance | 0. |
| 139. | Leased Equipment | 0. |
| 182. | Salaries O/T Alarm Division | 10,000. |
| 183. | Station 2, Renovations | 0. |

CIVIL DEFENSE:

| | | |
|------|----------------|---------|
| 98. | Salaries | 2,000. |
| 99. | Expenses | 16,746. |
| 100. | Capital Outlay | 0. |

BUILDING:

| | | |
|------|----------------|----------|
| 101. | Salaries | 116,176. |
| 102. | Expenses | 3,730. |
| 103. | Capital Outlay | 1,000. |

SEALER OF WEIGHTS & MEASURES:

| | | |
|------|----------|--------|
| 104. | Salaries | 6,941. |
| 105. | Expenses | 1,740. |

DEPARTMENT OF PUBLIC WORKS:**Administration:**

| | | |
|------|---------------------|----------|
| 106. | Salaries | 162,593. |
| 107. | Expenses | 7,460. |
| 108. | Travel Out of State | 1,200. |

Engineering:

| | | |
|------|----------|----------|
| 109. | Salaries | 249,675. |
| 110. | Expenses | 5,085. |

Garage & Equipment:

| | | |
|------|---|----------|
| 111. | Salaries | 179,435. |
| 112. | Expenses | 102,885. |
| 113. | Equipment Replacement | 399,500. |
| | (Raised by transfer of \$399,500. from the Stabilization Fund.) | |

Highway:

| | | |
|------|--|------------|
| 114. | Salaries | 538,059. |
| 115. | Salaries - Parking Meter Fund | 36,000. |
| | (Raised by transfer of \$36,000. from the Parking Meter Fund.) | |
| 116. | Expenses | 1,102,000. |

Park Division:

| | | |
|------|----------------|----------|
| 117. | Salaries | 417,573. |
| 118. | Expenses | 98,805. |
| 119. | Capital Outlay | 0. |

Sewer:

| | | |
|------|--------------------|------------|
| 120. | Salaries | 409,897. |
| 121. | Expenses | 111,400. |
| 122. | House Connections | 0. |
| 180. | MWRA Sewer Charges | 1,554,039. |

Snow & Emergency:

| | | |
|------|---------------------|--------|
| 123. | Salaries - Overtime | 60,000 |
| 124. | Expenses | 90,000 |

Water:

| | | |
|------|------------------------------|----------|
| 125. | Salaries | 409,134. |
| 126. | Expenses | 248,730. |
| 127. | Main Extensions/New Services | 20,000. |
| 181. | MWRA Water Charges | 119,659. |

MINI-BUS:

| | | |
|------|--------------|---------|
| 128. | Salaries | 11,345. |
| 129. | Expenses | 1,500. |
| 130. | Bus Contract | 24,400. |

HUMAN SERVICES:**Board of Health:**

| | |
|-----------------------------|----------|
| 135. Salaries | 166,527. |
| 136. Capital Outlay | 0. |
| 137. Travel Out of State | 500. |
| 138. Expenses | 36,000. |
| 141. Mental Health | 74,198. |
| 142. Charles River Workshop | 9,746. |

Veterans' Services:

| | |
|---|---------|
| 145. Salaries | 37,214. |
| (Raised by transfer of \$10,000. from the Parking Meter Fund and the balance of \$27,214. from the current tax levy.) | |
| 146. Expenses and Transportation | 1,000. |
| 147. Benefits | 41,000. |
| 184. Expenses - Parking Clerk | 3,652. |

Youth Commission:

| | |
|---------------------|----------|
| 148. Salaries | 115,000. |
| 149. Expenses | 6,810. |
| 143. Capital Outlay | 0. |

Council On Aging:

| | |
|-----------------------|---------|
| 150. Salaries | 87,577. |
| 151. Expenses | 13,740. |
| 178. Capital Outlay | 3,000. |
| 179. Community Center | 2,600. |

DEVELOPMENT:**Planning Board:**

| | |
|---------------------|---------|
| 152. Salaries | 64,313. |
| 153. Expenses | 4,900. |
| 154. Capital Outlay | 0. |

Conservation Commission:

| | |
|------------------------|--------|
| 155. Conservation Fund | 0. |
| 156. Salaries | 5,775. |
| 157. Expenses | 4,800. |

Board of Appeals:

| | |
|---------------------|--------|
| 158. Salaries | 5,000. |
| 159. Expenses | 5,000. |
| 144. Capital Outlay | 0. |

Historical Commission:

| | |
|---------------|------|
| 160. Expenses | 555. |
|---------------|------|

CULTURAL AND LEISURE SERVICES**Library:**

| | |
|---------------------------|----------|
| 161. Salaries | 514,425. |
| 162. Purchase of Services | 78,950. |
| 163. Books & Periodicals | 118,100. |
| 164. Building Maintenance | 0. |
| 165. Expenses | 23,750. |
| 166. Capital Outlay | 1,475. |
| 167. Travel Out of State | 0. |

Park and Recreation:

| | |
|--------------------------|----------|
| 172. Salaries | 258,094. |
| 173. Expenses | 66,285. |
| 174. Travel Out of State | 500. |
| 018. Capital Outlay | 4,700. |

Memorial Park:

| | |
|---------------------|------|
| 175. Expenses | 600. |
| 176. Capital Outlay | 0. |

Mr. James C. Brierley, Jr., Chairman, Needham Finance Committee, addressed this article. He explained that due to loss of State Aid, the Town of Needham must now revise the Fiscal Year 1990 Budget. He indicated the need for a quick solution in order to send out the tax bills in a timely manner. He also noted that the larger budgetary problem facing the Town will occur in Fiscal Year 1991. He noted that the three possible short-term solutions were (1) use of Free Cash, (2) level of cutting, and (3) a combination of (1) and (2) which is what is being recommended this evening.

Using a slide projector, Mr. Brierley explained that the Finance Committee is recommending use of .3 million in Free Cash and a budget reduction of .8 million from various Town departments. The major budget cuts came from the Education, Police, Fire and Public Works Departments.

Mr. Brierley further noted that the Town faces the prospect of a 3.1 million shortfall for Fiscal Year 1991 and suggested the following alternatives: increased revenues from fees, taxes and/or sale of assets, structural changes in the form of elimination of departments and/or personnel, and non-structural changes in the form of reduced spending. He outlined the process to be taken for Fiscal Year 1991 in which the objective is to balance the budget. The first step is to select among the various alternatives. The second step is to develop a form of strategy through communication with Town Meeting Members, interested observers, and an impartial group on a monthly basis.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 2: TRANSFER OF FREE CASH

To see if the Town will vote to transfer a sum from the Free Cash Certified Account to meet, in part, appropriations made at the 1989 Annual Town Meeting and/or this Special Town Meeting, and to authorize the Town Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 1990; or take any other action relative thereto.

MOVED: That the Town transfer the sum of \$327,558. from the Free Cash Certified Account to meet, in part, appropriations made at the 1989 Annual Town Meeting and/or this Special Town Meeting, and to authorize the Town Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 1990.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 3: PRIOR YEAR'S BILLS

To see if the Town will vote to appropriate a sum of money for the payment of charges incurred prior to Fiscal Year 1990 by various departments, such sum to be raised from the Free Cash Certified Account; or take any other action relative thereto.

A motion to postpone indefinitely the subject matter of Article 3 was offered by Mrs. Sally B. Davis.

Mrs. Davis' motion to postpone indefinitely was presented and carried unanimously by voice vote.

ARTICLE 4: OMNIBUS ARTICLE

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for, or proposed by the Selectmen, or any Town Officer or Committee; to appoint such committees as may be decided upon; and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

A motion to postpone indefinitely the subject matter of Article 4 was offered by Mrs. Sally B. Davis.

Mrs. Davis' motion to postpone indefinitely was presented and carried unanimously by voice vote.

At 8:25 P.M. Mrs. Sally B. Davis moved that the Special Town Meeting be dissolved in memory of Mary Sacks and Daniel Comiskey.

ACTION: The motion was presented and carried unanimously by voice vote.

Theodora K. Eaton, CMC,
Town Clerk

ATTEST:

ANNUAL TOWN ELECTION

April 9, 1990

Pursuant to a Warrant issued by the Selectmen March 13, 1990, the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Monday, April 9, 1990 at forty-five minutes after six o'clock in the forenoon.

The meeting was called to order and the Warrant and the Officer's Return were read by the Wardens of the Precincts, the reading of the articles in the Warrant being waived upon motion.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - Hillside School
 Precinct B - Hillside School
 Precinct C - Newman Middle School (Mass. Criminal Justice Training Council)
 Precinct D - High Rock School
 Precinct E - Pollard Middle School
 Precinct F - Stephen Palmer Community Room
 Precinct G - Broad Meadow School
 Precinct H - Broad Meadow School
 Precinct I - Mitchell School - Gymnasium
 Precinct J - Mitchell School - Gymnasium

The polls were opened at forty-five minutes after six o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

ARTICLE 1 ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for One Year;
 Two Selectmen for Three Years;
 One Assessor for Three Years;
 Two Members of School Committee for Three Years;
 One Trustee of Memorial Park for Three Years;
 Three Trustees of Needham Public Library for Three Years;
 One Member of Board of Health for Three Years;
 One Member of Planning Board for Five Years;
 One Member of Needham Housing Authority for Five Years;
 One Commissioner of Trust Funds for Three Years;
 One Member of Park and Recreation Commission for Three Years;
 Two Constables for three Years;
 Eight Town Meeting Members from Precinct A for Three Years;
 One Town Meeting Member from Precinct A for One Year;
 Nine Town Meeting Members from Precinct B for Three Years;
 One Town Meeting Member from Precinct B for Two Years;
 One Town Meeting Member from Precinct B for One Year;
 Eight Town Meeting Members from Precinct C for Three Years;
 Nine Town Meeting Members from Precinct D for Three Years;

One Town Meeting Member from Precinct D for Two Years;
 Eight Town Meeting Members from Precinct E for Three Years;
 Nine Town Meeting Members from Precinct F for Three Years;
 One Town Meeting Member from Precinct F for Two Years;
 Nine Town Meeting Members from Precinct G for Three Years;
 One Town Meeting Member from Precinct G for Two Years;
 One Town Meeting Member from Precinct G for One Year;
 Eight Town Meeting Members from Precinct H for Three Years;
 Eight Town Meeting Members from Precinct I for Three Years;
 Eight Town Meeting Members from Precinct J for Three Years;

The ballot box returns in the Precincts were as follows:

| PRECINCTS | | A | B | C | D | E |
|-----------|------|-----|-----|-----|-----|-----|
| 6:45 | A.M. | 0 | 0 | 0 | 0 | 0 |
| 7:00 | A.M. | 3 | 5 | 3 | 0 | 12 |
| 8:00 | A.M. | 21 | 33 | 37 | 27 | 32 |
| 9:00 | A.M. | 55 | 54 | 70 | 73 | 67 |
| 10:00 | A.M. | 78 | 112 | 102 | 102 | 103 |
| 11:00 | A.M. | 102 | 129 | 123 | 125 | 132 |
| 12:00 | NOON | 116 | 160 | 155 | 143 | 160 |
| 1:00 | P.M. | 144 | 187 | 193 | 178 | 186 |
| 2:00 | P.M. | 171 | 213 | 213 | 220 | 218 |
| 3:00 | P.M. | 200 | 240 | 258 | 257 | 243 |
| 4:00 | P.M. | 233 | 280 | 296 | 295 | 269 |
| 5:00 | P.M. | 257 | 324 | 366 | 349 | 311 |
| 6:00 | P.M. | 297 | 382 | 443 | 428 | 358 |
| 7:00 | P.M. | 355 | 427 | 508 | 483 | 436 |
| 8:00 | P.M. | 401 | 459 | 568 | 548 | 499 |

| PRECINCTS | | F | G | H | I | J |
|-----------|------|-----|-----|-----|-----|-----|
| 6:45 | A.M. | 0 | 0 | 0 | 0 | 0 |
| 7:00 | A.M. | 6 | 1 | 6 | 7 | 2 |
| 8:00 | A.M. | 47 | 49 | 20 | 34 | 30 |
| 9:00 | A.M. | 85 | 83 | 57 | 69 | 64 |
| 10:00 | A.M. | 131 | 104 | 101 | 117 | 94 |
| 11:00 | A.M. | 189 | 133 | 141 | 157 | 124 |
| 12:00 | NOON | 238 | 161 | 176 | 211 | 170 |
| 1:00 | P.M. | 278 | 182 | 209 | 230 | 201 |
| 2:00 | P.M. | 312 | 207 | 253 | 281 | 227 |
| 3:00 | P.M. | 339 | 232 | 296 | 317 | 265 |
| 4:00 | P.M. | 387 | 283 | 348 | 363 | 305 |
| 5:00 | P.M. | 441 | 336 | 402 | 427 | 362 |
| 6:00 | P.M. | 504 | 396 | 499 | 535 | 455 |
| 7:00 | P.M. | 588 | 489 | 552 | 624 | 547 |
| 8:00 | P.M. | 664 | 572 | 624 | 672 | 616 |

TOTAL VOTE CAST: 5,622 - 31.99%

The Town Clerk and the Board of Registrars upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 10.06 P.M., April 9, 1990.

| | TOWN OFFICES | | | | | | | | | | TOTAL |
|---|--------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-------|
| | A 401 | B 458 | C 568 | D 548 | E 499 | F 664 | G 572 | H 624 | I 672 | J 616 | |
| Total Number of Votes Cast | | | | | | | | | | | 5,622 |
| MODERATOR (For one year) (Vote for One) | | | | | | | | | | | |
| Richard P. Melick | 262 | 308 | 408 | 382 | 360 | 465 | 401 | 422 | 451 | 401 | 3,860 |
| Blanks | 139 | 150 | 160 | 166 | 139 | 199 | 171 | 202 | 221 | 215 | 1,762 |
| SELECTMAN (For three years) (Vote for Two) | | | | | | | | | | | |
| Sally B. Davis | 216 | 250 | 353 | 345 | 342 | 445 | 381 | 385 | 464 | 394 | 3,575 |
| John D. Marr, Jr. | 175 | 239 | 297 | 292 | 282 | 367 | 301 | 324 | 340 | 348 | 2,965 |
| Richard T. Cashman | 146 | 166 | 177 | 196 | 157 | 183 | 186 | 209 | 221 | 185 | 2,826 |
| Richard E. Jones | 122 | 102 | 118 | 117 | 75 | 116 | 103 | 141 | 130 | 112 | 1,136 |
| Blanks | 143 | 159 | 191 | 146 | 142 | 217 | 173 | 189 | 189 | 193 | 1,742 |
| ASSESSOR (For three years) (Vote for One) | | | | | | | | | | | |
| Thomas J. Mulhern | 254 | 298 | 388 | 356 | 324 | 456 | 384 | 417 | 441 | 386 | 3,704 |
| Blanks | 147 | 160 | 180 | 192 | 175 | 208 | 188 | 207 | 231 | 230 | 1,918 |
| SCHOOL COMMITTEE (For three years) (Vote for Two) | | | | | | | | | | | |
| Jennifer Peck Fainberg | 236 | 245 | 345 | 319 | 311 | 422 | 347 | 365 | 430 | 359 | 3,379 |
| Robin F. Goldsmith | 148 | 169 | 187 | 152 | 134 | 185 | 143 | 206 | 207 | 168 | 1,699 |
| Gerald A. Wasserman | 200 | 245 | 335 | 330 | 299 | 378 | 348 | 298 | 375 | 349 | 3,157 |
| Scattered Write-Ins | 1 | - | - | - | 1 | - | - | 1 | - | - | 3 |
| Blanks | 217 | 257 | 269 | 295 | 253 | 343 | 306 | 378 | 332 | 356 | 3,006 |
| TRUSTEE OF MEMORIAL PARK (For three years) (Vote for One) | | | | | | | | | | | |
| John S. Gallelo | 260 | 300 | 390 | 364 | 330 | 451 | 385 | 405 | 419 | 389 | 3,693 |
| Blanks | 141 | 158 | 178 | 184 | 169 | 213 | 187 | 219 | 253 | 227 | 1,929 |
| TRUSTEE OF PUBLIC LIBRARY (For three years) (Vote for Three) | | | | | | | | | | | |
| Robert D. Hall, Jr. | 202 | 221 | 248 | 262 | 228 | 281 | 249 | 348 | 348 | 297 | 2,684 |
| Thomas M. Harkins | 197 | 240 | 319 | 296 | 304 | 394 | 337 | 339 | 377 | 353 | 3,156 |
| Sally B. Powers | 220 | 248 | 344 | 335 | 282 | 404 | 345 | 362 | 397 | 384 | 3,321 |
| Gregory John Shesko | 113 | 181 | 226 | 197 | 191 | 276 | 262 | 199 | 263 | 214 | 2,122 |
| Michael L. Verdun | 102 | 135 | 161 | 118 | 108 | 165 | 123 | 153 | 149 | 128 | 1,342 |
| Blanks | 369 | 349 | 406 | 436 | 384 | 472 | 400 | 471 | 482 | 472 | 4,241 |
| BOARD OF HEALTH (For three years) (Vote for One) | | | | | | | | | | | |
| Rachel Spector | 268 | 305 | 404 | 359 | 331 | 491 | 392 | 421 | 449 | 418 | 3,828 |
| Blanks | 133 | 153 | 164 | 189 | 168 | 183 | 180 | 203 | 223 | 198 | 1,794 |
| PLANNING BOARD (For five years) (Vote for One) | | | | | | | | | | | |
| Stanley R. Tippet | 250 | 289 | 405 | 353 | 319 | 464 | 388 | 401 | 447 | 408 | 3,724 |
| Blanks | 151 | 169 | 163 | 195 | 180 | 200 | 184 | 223 | 225 | 208 | 1,898 |
| NEEDHAM HOUSING AUTHORITY (For five years) (Vote for One) | | | | | | | | | | | |
| Stephen W. Merritt | 260 | 288 | 390 | 340 | 317 | 459 | 394 | 401 | 439 | 386 | 3,674 |
| Blanks | 141 | 170 | 178 | 208 | 182 | 205 | 178 | 223 | 233 | 230 | 1,948 |
| COMMISSIONER OF TRUST FUNDS (For three years) (Vote for One) | | | | | | | | | | | |
| Gerald Swartz | 258 | 280 | 385 | 344 | 316 | 450 | 378 | 402 | 426 | 397 | 3,636 |
| Blanks | 143 | 178 | 183 | 204 | 183 | 214 | 194 | 222 | 246 | 219 | 1,986 |
| PARK AND RECREATION COMMISSION (For three years) (Vote for One) | | | | | | | | | | | |
| Eric W. Fleming | 178 | 248 | 318 | 294 | 292 | 405 | 337 | 367 | 376 | 338 | 3,153 |
| Jonathan P. Norris | 145 | 107 | 128 | 126 | 79 | 140 | 116 | 119 | 149 | 152 | 1,261 |
| Blanks | 78 | 103 | 122 | 128 | 128 | 119 | 119 | 138 | 147 | 126 | 1,208 |
| CONSTABLES (For three years) (Vote for Two) | | | | | | | | | | | |
| Frank H. Reinhardt, Jr. | 222 | 246 | 352 | 325 | 274 | 391 | 329 | 352 | 393 | 344 | 3,228 |
| Walter A. Wright, Jr. | 237 | 262 | 351 | 326 | 276 | 421 | 351 | 371 | 406 | 367 | 3,368 |
| Blanks | 343 | 408 | 433 | 445 | 448 | 516 | 464 | 525 | 545 | 521 | 4,648 |

TOWN MEETING MEMBERS

* Not Elected

| | | | |
|----------------------|-----|-------------------|-----|
| Richard S. Creem | 208 | Sydney Randall | 199 |
| Kathryn L. D'Addesio | 227 | Herbert Robinson | 211 |
| Stephen Hamburger | 203 | Sylvia Shapiro | 219 |
| Hertz N. Henkoff | 205 | Carolyn M. Spiros | 218 |

PRECINCT A (For one year)(Vote for One)

Ruth P. Siskowitz 232

PRECINCT B (For three years)(Vote for Nine)

| | | | |
|------------------|-----|---------------------|-----|
| Roland V. Butler | 228 | Eric D. Sockol | 238 |
| Robert E. Evans | 251 | James B. Stallings | 207 |
| Sandra E. Jaszek | 214 | Frederick Waldman | 218 |
| Lee B. Manning | 214 | John F. Whalen, Jr. | 246 |
| Meredith P. Page | 233 | | |

PRECINCT B (For two years)(Vote for One)

Donald F. Russell 261

PRECINCT B (For one year)(Vote for One)

Peter B. Johnson 248 * Richard B. Remnitz 97

PRECINCT C (For three years)(Vote for Eight)

| | | | |
|-----------------------|-----|-----------------------|----|
| John H. Cogswell | 321 | Write-Ins: | |
| Stanton H. Davis | 336 | Andrew J. Oliveri | 32 |
| Judith P. Lebow | 318 | * Sheila G. Pransky | 31 |
| J. Darrison Sillesky | 290 | * Daniel P. Messing | 13 |
| Russell S. Broad, Jr. | 356 | * George S. Pultz | 10 |
| William H. Dugan, Jr. | 324 | * Scattered Write-Ins | 11 |
| Kathleen R. McIntosh | 338 | | |

PRECINCT D (For three years)(Vote for Nine)

| | | | |
|--------------------|-----|-----------------------|-----|
| Bradford S. Barnes | 293 | Cynthia L. Conturie | 285 |
| Jonathan M. Davis | 287 | Joseph Pitts | 309 |
| Cynthia A. Ganung | 291 | Write-Ins: | |
| Richard Malconian | 301 | Robert Todd Pratt | 18 |
| Joyce S. Rockmore | 307 | * Ivan D. Mamarchev | 4 |
| Thomas F. Soisson | 293 | * Walter F. McDonough | 3 |
| | | * Scattered Write-Ins | 8 |

PRECINCT D (For two years)(Vote for One)

Gary J. Uhl 327

PRECINCT E (For three years)(Vote for Eight)

| | | | |
|----------------------|-----|------------------|-----|
| Frederick E. Barstow | 274 | Susan R. Posner | 288 |
| William C. Bauer | 252 | David Summergrad | 272 |
| Donald E. Kidd | 282 | Carol A. Tracy | 275 |
| Carol S. Knapton | 268 | John P. Connelly | 247 |
| * Gary Petrini | 232 | | |

PRECINCT F (For three years)(Vote for Nine)

| | | | |
|-------------------|-----|------------------------|-----|
| Alden Eberly | 326 | Joanne Hull Roth | 329 |
| Eric W. Fleming | 383 | Arthur M. Tiernan, Jr. | 321 |
| Edith B. Martin | 349 | Sarah Ann Toran | 347 |
| John F. Milligan | 347 | Richard W. Gatto | 404 |
| James Hugh Powers | 370 | * Michael L. Verdun | 259 |

TOWN MEETING MEMBERS

* Not Elected

PRECINCT F (For two years)(Vote for One)
408

Dexter H. Marsh, Jr.

PRECINCT G (For three years)(Vote for Nine)

| | | | |
|---------------------|-----|----------------------|-----|
| Patricia B. Buckley | 333 | Mary T. Riddell | 286 |
| Robert E. Chase | 283 | John J. Ryan | 299 |
| Carol H. deLemos | 308 | Richard B. Weitzen | 245 |
| Kathleen J. O'Keefe | 319 | Deborah C. Wentworth | 282 |
| Paul Theodore Owens | 274 | * Richard T. Cashman | 242 |
| | | Scattered Write-In | 1 |

PRECINCT G (For two years)(Vote for One)

| | | | |
|--------------------|----|----------------------|---|
| No Candidate Filed | | * Dorothy E. Dempsey | 6 |
| Write-Ins: | | Scattered Write-Ins | 5 |
| Sheila G. Pulver | 35 | | |
| * Helen K. Hicks | 12 | | |

PRECINCT G (For one year)(Vote for One)
361

Mary Ann Oldfield

PRECINCT H (For three years)(Vote for Eight)

| | | | |
|--------------------|-----|-----------------------|-----|
| Robert M. Carter | 346 | Barbara R. Wilmot | 329 |
| Eugene D. McMorrow | 363 | Caroline Q. McElroy | 323 |
| Eleanor Nutile | 318 | * Gerald F. Samo | 286 |
| Leroy J. Mutile | 299 | Hugh B. Sheridan, Jr. | 376 |
| John F. O'Rourke | 369 | | |

PRECINCT I (For three years)(Vote for Eight)

| | | | |
|---------------------|-----|--------------------|-----|
| Paul H. Attridge | 336 | John E. Merna | 284 |
| Elizabeth A. Giles | 368 | * Gerald C. Rovner | 249 |
| Robert D. Hall, Jr. | 322 | Thomas O. Bean | 282 |
| Susanne D. Hughes | 346 | * Erna S. J. Place | 253 |
| Noreen C. Kavanaugh | 269 | Nancy L. Wilson | 326 |

PRECINCT J (For three years)(Vote for Eight)

| | | | |
|-----------------------|-----|-----------------------------|-----|
| Thomas E. Caulfield | 303 | Emily M. Salaun | 238 |
| Jeanne Durkin Gerber | 312 | Lynne D. Stern | 266 |
| Mary Claire Markarian | 291 | * Bobbie Alicen | 169 |
| William J. Miles | 329 | * Marie Ellen Carroll-Rogan | 196 |
| Andrew Picariello | 298 | * Carol R. Lintz | 217 |
| John R. Prihoda | 264 | | |

The ballots cast in the several precincts were returned to the Town Clerk in the sealed containers. The voting lists used at the entrances to the polling places and at the ballot boxes and a copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 10.06 P.M., April 9, 1990.

Theodora K. Eaton, CMC
Town Clerk

ATTEST:

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RECOUNT OF VOTES CAST FOR
WRITE-IN VOTES FOR TOWN MEETING
MEMBERS IN PRECINCT C

April 25, 1990

A petition having been filed for a recount of the votes cast for write-in candidates for Town Meeting Members in Precinct C at the Town Election held April 9, 1990, the recount was conducted under the provisions of Chapter 54, Section 135 of the General Laws, as amended. A canvass of all votes cast for that office was held in the Data Processing Department at the Town Hall on Wednesday, April 25, 1990, at 7:00 P.M. Mr. Andrew J. Oliveri and Mrs. Sheila G. Pransky observed the recount. The recount was held under the supervision of the Board of Registrars, with the following results:

| | |
|-----------------------|------|
| John H. Cogswell | 321 |
| Stanton H. Davis | 336 |
| Judith P. Lebow | 319 |
| J. Darrison Sillesky | 291 |
| Russell S. Broad, Jr. | 357 |
| William H. Dugan, Jr. | 324 |
| Kathleen R. McIntosh | 338 |
| Blanks | 2161 |

Write-Ins:

| | |
|-------------------|------|
| Andrew J. Oliveri | 32 |
| Sheila G. Pransky | 32 |
| Daniel P. Messing | 13 |
| George S. Pultz | 10 |
| Robert W. Nelson | 2 |
| Denise Garlick | 2 |
| Joseph Silverman | 2 |
| Eric Leskowitz | 1 |
| Gloria Fox | 1 |
| Evelyn D. Dow | 1 |
| Sally Dugan | 1 |
| TOTAL VOTES CAST | 4544 |

The canvass was completed at 8:48 P.M., April 25, 1990, and the ballots were repacked in the container which was sealed and placed in the custody of the Town Clerk.

Theodora K. Eaton, CMC,
Town Clerk
Clerk of the Board of Registrars

ELECTION
(To Break Tie Vote in Precinct C
for Town Meeting Member)

May 2, 1990
7:00 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 197 (Town Charter), a meeting of the Town Meeting Members from Precinct C was held on Wednesday evening, May 2, 1990, at 7:00 P.M. for the purpose of electing one of two candidates receiving the most votes for a three-year term at the recount held on April 25, 1990 of the votes cast for write-in candidates at the Annual Town Election held April 9, 1990. A quorum was present; ballots were cast with the following results:

| | |
|---------------------------------------|---------|
| Andrew J. Oliveri | 8 votes |
| Sheila G. Pransky | 9 votes |
| Theodora K. Eaton, CMC, Town Clerk | |

ANNUAL TOWN MEETING FOR THE
TRANSACTION OF BUSINESS

May 7, 1990

Pursuant to a Warrant issued by the Selectmen March 13, 1990, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Derwood A. Newman Middle School on Monday, May 7, 1990, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Checklists were used and 295 voters, including 240 Town Meeting Members, were checked on the list as being present.

The "Songsters", a singing group of fifteen women from the Council on Aging Stephen Palmer Senior Center, performed prior to the call to the meeting.

The meeting was called to order at 7:30 o'clock by the Moderator, Richard P. Melick. The colors were presented by Eagle Scout Jonathan Tower of Troop 10 and Girl Scout Kori Cowles of Troop 404 while those present joined the "Songsters" in singing "America, The Beautiful".

In the absence of a member of the clergy, Richard P. Melick gave the invocation. Following this, the call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Town Meeting Members were sworn to the faithful performance of their duties by the Town Clerk.

The Moderator announced the following ground rules and these were adopted unanimously:

1. A speaker will be ruled out of order who refers to personalities. Let us remember that we are one Town Meeting Family with a common goal: the best interest of the community.
2. Rise to be recognized and address the chair; speak your name so that the Town Clerk can complete her records.
3. Disclosure required by one employed as an attorney by another who is interested in a matter; General By-Law, Art. I, Section 5.
4. Any speaker who addresses the merits of a matter shall not be permitted to place on the floor immediately following the speaker's remarks, a motion to move the previous question or a motion to limit debate; General By-Laws, Art. I, Section 8.
5. If lengthy or complicated motions are not drafted and reviewed by the Moderator prior to being placed on the floor, then the speaker will yield the floor to another speaker while the drafting and formulation process is occurring. Short motions to amend and procedural motions need not be in writing.
6. Parliamentary procedures known as "points of information" and "points of order" shall be strictly construed so as not to elongate or permit debate after a motion to move the previous question has been voted in the affirmative.
7. Limits of debate shall be enforced.
8. Questions asked for general information purposes unnecessary for the consideration of the matter on the floor shall be ruled out of order.

9. If a speaker either makes any reference whatsoever to the existence or presence of cameras within the hall or within the sole discretion of the Moderator it is believed that the remarks of the speaker are in any way affected by the existence of the cameras, then in either event the speaker will be ruled out of order and requested to immediately be seated.

10. After a motion to put the previous question has been voted, a member may rise to a point of information only to inquire (1) what the motion or motions are that are to be put pursuant to said vote, or (2) to ask as to the order in which motions are to be so put if there be more than one motion to be voted upon, and for no other purpose.

Unanimous consent was given to adopt the following limits of debate:

25 minutes - Committee Chairmen, proponents, attorneys representing proponents; subject to extension at the discretion of the Moderator in cases of a building committee report or the like.

10 minutes - Town Meeting Members, non-town meeting members, visitors other than attorneys.

Changes in affirmative motions contrasted with articles were noted by the Moderator.

The Moderator announced that the proponents of Article 20 requested unanimous consent to withdraw this article, and it was so voted unanimously.

The Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 2. No Town Meeting Member responded with "question" or "debate" to the following articles: 2, 4 and 42.

The Moderator called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. The Moderator stated that the Town Counsel had filed copies of an affirmative motion for each article with the Town Clerk on April 25, 1990, and that the motions had been available for public scrutiny since that date. It was moved that all affirmative motions for the above-mentioned articles be adopted by unanimous consent. It was so unanimously voted and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

ARTICLE 2

To hear and act on the reports of Town Officers and Committees.

MOVED: That the Town accept and act on the reports of Town Officers and Committees.

ACTION: So voted by unanimous vote.

ARTICLE 4

To see if the Town will vote to authorize the Town Treasurer, with the approval of the Selectmen, to borrow money, from time to time in anticipation of the revenue of the financial year beginning July 1, 1990 in accordance with the provisions of General Laws, Chapter 44, Section 4, and to issue a note or notes therefor, payable within a year, and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17; or take any other action relative thereto.

MOVED: That the Town authorize the Board of Selectmen to accept and enter into contract for the expenditure of any funds allotted or to be allotted by the Commonwealth and/or County for the construction, reconstruction and improvement of Town roads.

ACTION: So voted by unanimous vote.

ARTICLE 42

To see if the Town will vote to continue the Police and Fire Facilities Building Committee, its members to be appointed by Town bodies as originally established by vote under Article 56 of the 1987 Annual Town Meeting and last continued by vote under Article 60 of the 1989 Annual Town Meeting; direct and authorize said Committee to continue its work of overseeing the development and implementation of plans to renovate and expand the facilities of the Police and Fire Departments; said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the Police and Fire Facilities Building Committee, its members to be appointed by Town bodies as originally established by vote under Article 56 of the 1987 Annual Town Meeting and last continued by vote under Article 60 of the 1989 Annual Town Meeting; direct and authorize said Committee to continue its work of overseeing the development and implementation of plans to renovate and expand the facilities of the Police and Fire Departments; said Committee to report to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

At this time the Moderator proceeded to the remaining articles in the Warrant.

A motion to advance Article 36, Operating Budget, to be the first order of business on Wednesday, May 9, 1990, was offered by Mr. Robert D. Hall, Jr. In addressing his motion, Mr. Hall indicated that Town Meeting may find money in the Finance Committee's budget that would eliminate the need for an override election. While Mr. Hall noted that a motion to advance an article in Town Meeting time requires a majority of two-thirds vote, the Moderator stated that he has required unanimous consent to advance all articles in the past and for purposes of continuity, the requirement would continue.

Mr. Hall's motion to advance Article 36, Operating Budget, was presented, but it failed to pass by unanimous consent. Mr. Hall rose to request a roll call vote and was joined by more than the required 25 Town Meeting Members (General By-Law, Art. I, Section 7). The motion was presented, but it failed to pass. The roll call was Yes 153 - No 78.

ARTICLE 3

To see if the Town will vote to authorize the Town Treasurer, with the approval of the Selectmen, to borrow money, from time to time in anticipation of the revenue of the financial year beginning July 1, 1990 in accordance with the provisions of General Laws, Chapter 44, Section 4, and to issue a note or notes therefor, payable within a year, and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17; or take any other action relative thereto.

MOVED: That the Town authorize the Town Treasurer, with the approval of the Selectmen, to borrow money, from time to time in anticipation of the revenue of the financial year beginning July 1, 1990 in accordance with the provisions of General Laws, Chapter 44, Section 4, and to issue a note or notes therefor, payable within a year, and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17.

A motion to amend was offered by Mr. Robert D. Hall, Jr. to insert after the words "to borrow money," the words "only to the extent that adequate funds are included in the approved 1990-1991 budget to pay the entire interest levied on any such money that may be borrowed".

David S. Tobin, Town Counsel, advised that the amendment is inappropriate in that the Town is committed under M.G.L. Chapter 44, Section 4 to pay off the note or notes within one or two years.

Mr. Hall urged support of this amendment indicating that this Article gives the Treasurer and the Board of Selectmen carte blanche to borrow any amount of money and this amendment puts a restraint on borrowing power.

Mr. H. Phillip Garrity, Jr., Selectman, stated that Line Item 45, Bond Interest, provides the funding request for Fiscal Year 1991 and that the Board of Selectmen do not have unlimited borrowing power. He urged defeat of the motion to amend. Mr. Vincent C. Nuccio reminded Town Meeting Members that this is one of the articles mentioned in the Moderator's letter which might be uncontroversial because it has been a standard article for many years.

A motion to move the previous question on the main motion and the motion to amend was offered by Jr. John J. Ryan. The motion was presented and carried unanimously by voice vote.

The motion to amend was presented, but it failed to pass by voice vote.

MOVED: The main motion was presented and carried unanimously by voice vote.

ARTICLE 4 was adopted unanimously earlier.

ARTICLE 5

To see if the Town will vote to accept the following street or portion thereof, constructed by developers under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

NON-BETTERMENT

CONCANNON CIRCLE - Rosemary Street to end - a distance of 192 feet northerly.

including the taking or acceptance of easements as shown on said plans; or take any other action relative thereto.

MOVED: That the Town accept the following street or portion thereof, constructed by developers under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk:

NON-BETTERMENT

CONCANNON CIRCLE - Rosemary Street to end - a distance of 192 feet northerly.

including the taking or acceptance of easements as shown on said plans.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 6

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 40, Section 57; or take any other action relative thereto.

Summary

This legislation allows the Town to revoke or suspend any local license or permit issued by any department to any person, corporation or business who has failed to pay local taxes, fees, assessments, betterments or other municipal charges.

MOVED: That the Town vote to accept the provisions of M.G.L. Chapter 40, Section 57.

Mrs. Sally B. Davis, Selectman, addressed this article on behalf of the Board of Selectmen. She noted that acceptance of M.G.L. Chapter 40, Section 57 would provide a quick and efficient method of collecting money owed the Town.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 7

To see if the Town will vote, in accordance with Massachusetts General Laws Chapter 40, Section 8H, to establish a recycling program for the purpose of recycling any or all types of solid waste, including but not limited to paper, glass, metal, rubber, plastics, used tires and compostable waste for which the Board of Selectmen may establish rules and regulations which may require that all residents, schools and businesses separate such recyclables from their solid waste, and, further, authorize the Board of Selectmen to enter into any agreements for the purpose of a joint recycling program in accordance with Massachusetts General Laws Chapter 40, Sections 8H and 4A, where applicable; or take any other action relative thereto.

MOVED: That the Town establish, in accordance with M.G.L. Chapter 40, Section 8H, a recycling program for the purpose of recycling any or all types of solid waste, including but not limited to paper, glass, metal, rubber, plastics, used tires and compostable waste for which the Board of Selectmen may establish rules and regulations which may require that all residents, schools and businesses separate such recyclables from their solid waste, and, further, authorize the Board of Selectmen to enter into any agreements for the purpose of a joint recycling program in accordance with M.G.L. Chapter 40, Sections 8H and 4A, where applicable.

Unanimous consent was given to allow Roger Stolte, non-resident and Highway Superintendent, to address Town Meeting.

Mrs. Sally B. Davis, Selectman, addressed this article on behalf of the Board of Selectmen. She indicated that the Committee is trying to design and implement an effective recycling program. Mrs. Joan Johnson, a member of the Recycling Committee, outlined the Solid Waste Stream in the Commonwealth stating that recycling is just one part of solid waste management. Mr. Roger Stolte explained how his department is currently addressing three general areas of recycling - yard waste, glass and paper. He illustrated current future cost avoidance methods.

Mrs. Davis further noted that part of this article is enabling legislation that, if passed, would require mandatory recycling of glass, paper and yard waste effective July 1, 1990. The second part of Article 7 authorizes the Board of Selectmen to join a regional recycling program. Mr. Phillip H. Wiggins, Chairman, Solid Waste Disposal Study Committee, also urged support of this article.

Mr. David L. Gillmeister expressed concern that this article is a little premature in that there is no mechanism in place at the disposal area to handle this initial recycling phase plus the issuance of citations and fines to citizens who are not aware of this recycling program. He also suggested this article be postponed until next year.

Mr. Russell S. Broad, Jr. supported recycling. He noted that the Town of Wellesley has been recycling for years and that it saves tax dollars.

A motion to amend was offered by Mr. Robert Y. Larsen to strike the word "may" after the word "Selectmen" in line six and insert in place thereof the word "shall", to strike the word "may" at the end of line six and insert in place thereof the word "would", and to strike the word "such" in line eight and insert in place thereof the word "certain".

The following Town Meeting Members favored recycling, but expressed concern with the proposed fine process: Joyce S. Rockmore, Elinor R. Devlin, Thomas N. Alpert, and Lee B. Manning. Mr. Leroy J. Nutile questioned how the Town would enforce commercial recycling. Mrs. Barbara K. Popper urged support of the original motion.

A motion to move the previous question on the main motion and the motion to amend was offered by Mr. Charles W. Wyckoff. The motion was presented and it carried unanimously by voice vote.

Mr. Larsen's motion to amend was presented, but it failed to pass by voice vote.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 8

To see if the Town will vote to approve and to raise and appropriate a sum of money for the lease with an option to purchase new equipment for various departments; determine how such sum shall be raised and how expended; or take any other action relative thereto.

MOVED: That the Town approve and raise and appropriate a sum of money for the lease with an option to purchase new equipment for various departments; determine how such sum shall be raised and how expended.

A motion that the subject matter of Article 8, including the main affirmative motion presently on the floor, be continued to a time certain, specifically until the Special Town Meeting noticed for May 21, 1990 is dissolved, was offered by Mrs. Sally B. Davis. The motion to continue to a time certain was presented and carried by voice vote.

ARTICLE 9

To see if the Town will vote to amend the Zoning By-Law by establishing a new district, Chestnut Street Business District, and more specifically as follows:

- (a) in Section 2.1. Classes of Districts, by inserting the name of a new district, "Chestnut Street Business," in the list between the names of two existing districts, "Business" and "Industrial", so that the complete section shall read as follows:

"2.1. Classes of Districts:

| | |
|-------|------------------------------|
| FP | Flood Plain |
| RRC | Rural Residence-Conservation |
| SRA | Single Residence A |
| SRB | Single Residence B |
| GR | General Residence |
| A-1 | Apartment A-1 |
| A-2 | Apartment A-2 |
| A-3 | Apartment A-3 |
| I | Institutional |
| B | Business |
| CSB | Chestnut Street Business |
| IND | Industrial |
| IND-1 | Industrial - 1 |
| IND-P | Industrial Park |
| AP | Aquifer Protection" |

- (b) in Section 3. Use Regulations, Subsection 3.1. Basic Requirements, by adding the following new sentence between the first sentence, which ends with the line "N (No) - Use Prohibited," and the last sentence:

"In addition, no building or structure shall be erected, altered or used and no premises shall be used for any purpose or in any manner in the Chestnut Street Business District other than as regulated by Section 3.1.2. and as permitted and set forth in Section 3.2.1."

- (c) In Section 3. Use Regulations, Subsection 3.2. Schedule of Use Regulations, by adding the following new subsection:

"3.2.1. Uses in the Chestnut Street Business District. The following schedule of use regulations shall apply in a Chestnut Street Business District:

| | |
|------------|------------|
| <u>USE</u> | <u>CSB</u> |
|------------|------------|

AGRICULTURE

| | |
|--|---|
| Farm, greenhouse, nursery, truck garden, provided the property contains a minimum of two and one-half (2½) acres | N |
|--|---|

| | |
|--|---|
| Salesroom or stand for agricultural and horticultural products provided all products sold are grown or produced on the premises of the farm, greenhouse, nursery or truck garden, provided the subject contains a minimum of two and one-half (2½) acres | N |
|--|---|

| | |
|---|---|
| Sale during the Christmas season at a nursery or greenhouse of cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises | N |
|---|---|

PUBLIC, SEMI-PUBLIC & INSTITUTIONAL

| | |
|--|---|
| Church or other place of worship, parish house, rectory, convent and other religious institution | Y |
|--|---|

| | |
|--|---|
| School - public, religious, sectarian or denominational Public library and museum and philanthropic institution | Y |
|--|---|

| | |
|--|---|
| Public park and playground and municipal structure | Y |
|--|---|

| | |
|--------------------------|----|
| Public passenger station | SP |
|--------------------------|----|

| | |
|--|----|
| Private school, nursery, kindergarten or child care center | SP |
|--|----|

| | |
|--|----|
| Convalescent or nursing home, hospital | SP |
|--|----|

| | |
|----------|---|
| Cemetery | N |
|----------|---|

| | |
|--|----|
| Private club not conducted as a business | SP |
|--|----|

RESIDENCE

| | |
|--|---|
| Single family detached dwelling PRD (see 4.2.5) RC (see 4.2.6) | N |
|--|---|

| | |
|------------------------------|---|
| Two-family detached dwelling | N |
|------------------------------|---|

| | |
|---|---|
| Conversion of a single-family dwelling to a two-family dwelling | N |
|---|---|

| | |
|--|----|
| Apartment or multi-family dwelling (allowed on second floor only); consistent with density requirements for A-1 Apartment District | SP |
|--|----|

| | |
|---|---|
| The use of an owner-occupied structure for shared elderly housing for up to six elderly occupants (age 60 or over); provided, (1) that such structure so used shall not be subdivided into separate apartments, (2) that occupancies therein by non-owners occupants shall be pursuant to an agreement specifying a term of occupancy of not less than one year, (3) that at any time there shall be in the Town no more than fifty structures for which permits have been issued under authority of this section, (4) that no more than 20 percent of such structures shall be located in any one precinct of the Town, and (5) that the number of structures for which permits are granted hereunder in any one year shall not exceed five. | N |
|---|---|

| | |
|--|---|
| Boarding house with no arrangements of any description for private cooking or housekeeping | N |
|--|---|

INSTITUTIONAL

| | |
|---|---|
| Dormitory for a school with no provisions for private cooking or housekeeping | N |
|---|---|

BUSINESS

| | |
|--|---|
| Retail sales, excluding grocery store, and not including the outdoor display of goods nor the outdoor storage or display of motor vehicles | Y |
|--|---|

| | |
|---|---|
| Retail trade or shop for custom work or the making of articles or goods to be sold at retail on the premises. | Y |
|---|---|

| | |
|---|---|
| Manufacturing clearly incidental and accessory to a retail use on the same premises and the product is customarily sold on the premises | Y |
|---|---|

| | |
|-------|---|
| Banks | Y |
|-------|---|

| | |
|---------------------------------------|---|
| Offices for consumer sales or service | Y |
|---------------------------------------|---|

| | |
|---|---|
| Craft, consumer or commercial service establishment providing goods and/or services at retail | Y |
|---|---|

| | |
|---|---|
| Offices (other than those listed above) | Y |
|---|---|

| | | | |
|---|----|--|---|
| Theatres and indoor moving picture shows; pool and billiard rooms | SP | Outdoor parking in conjunction with the sale or leasing of new or used vehicles on applications filed after September 28, 1978 | N |
| Electronic game and amusement arcades | N | | |
| Automobile service station, excluding repair services | SP | Grocery Store | Y |
| Commercial garage for the storage or repair of vehicles; gasoline and oil filling station; trucking terminal, truck rental agency and similar material hauling enterprise; the parking of vehicles involved in rubbish disposal or oil delivery; and the private parking of vehicles for compensation | N | <u>MANUFACTURING</u> | |
| | | Wholesale distribution facilities or storage in an enclosed structure, excluding the storage of flammable liquids, gas or explosives | N |
| | | Industrial services, for example, machine shop, plumbing, electrical or carpentry shop or similar service | N |
| Laundry; coin-operated or self-service laundry or dry-cleaning establishment; car wash | SP | Welding shop | N |
| Lumber or fuel establishment; contractor's, stone mason's, junk or salvage yard | N | Stone cutting, shaping, or finishing in an enclosed building | N |
| Airport, heliport, landing strip or area for any type of aircraft | N | Autobody or auto paint shop, provided that all work is carried out inside the building | N |
| Hotel or motel | N | Outside truck service for repair for others including body work | N |
| Restaurant serving meals for consumption on the premises and at tables with service provided by waitress or waiter | SP | Food processing primarily for wholesale use | N |
| | | Bottling plant | N |
| Take-out operation accessory to the above | SP | Equipment rental service | N |
| Take-out food counter as an accessory to a food retail or other non-consumptive retail establishment | SP | Garment manufacturing | N |
| Retail sales of ice cream, frozen yogurt and similar products for consumption on or off the premises | SP | Laboratory or place where scientific experimental research is conducted not including genetic or biological research laboratory | N |
| | | Genetic biological research | N |
| Take-out establishment primarily engaged in the dispensing of prepared foods to persons carrying food and beverage away for preparation and consumption elsewhere | N | Radio or television studio | N |
| | | Medical reference laboratories other than accessory to a medical office | N |
| Fast-food establishment offer-over-the-counter sale of on/off premises prepared food or beverages primarily intended for immediate consumption and prepared in such a manner to be readily eaten from easily disposed containers | N | Dental prosthesis laboratories other than accessory to a dental office | N |
| | | Light non-nuisance manufacturing providing that all resulting cinders, dust, flashing, fumes, gases, odors, smoke, noise, vibration, refuse matter, vapor and heat are effectively confined in a building or are disposed in a manner so as not to create a nuisance or hazard to safety or health | N |
| Veterinary Office and/or treatment facility, but excluding the boarding of animals | SP | | |
| Medical Clinic | SP | | |

ACCESSORY

Use of a room or rooms in a single- or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25% of the gross floor area, not in excess of 600 sq.ft., is regularly devoted to such use

N

Customary home occupation engaged in by a resident of a single- or two-family dwelling which may include carpentry, cooking, preserving, dressmaking, handicrafts, repair of small appliances or other small items and similar activities, provided that (1) not more than one person is regularly employed therein in connection with such operation, (2) there is no exterior storage of material or equipment nor other exterior evidence of variation from the regular residential character of the premises, and (3) there is no advertising and signing and no public display or sale on the premises

N

The taking of not more than four non-transient boarders or the leasing of not more than two rooms with no provisions for private cooking by a resident family in a single-family dwelling

N

Cafe or lecture room associated with a private school

N

Research laboratory or statistical office associated with a private school, including printing, binding and electrotyping as incidental uses

N

Other accessory uses incidental to lawful principal uses

SP

(d) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.2. Maximum Lot Coverage, by adding the following new paragraph (c):

"(c) Buildings and structures which are located on property in the Chestnut Street Business District are not limited to the maximum lot coverage requirements of this Section 4.4.2. as specified in Table I, but shall have a maximum floor area ratio of 0.7."

(e) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.3. Height Limitation, by deleting the existing second sentence and by substituting in its place the following new second sentence:

"Notwithstanding the above, no building or structure which is located on property in the Chestnut Street Business District shall exceed two and one-half (2½) stories, including ground level covered or enclosed parking, no more than two (2) stories of which shall be occupied except for storage, nor shall the same exceed a total height of 35 feet."

(f) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.4. Minimum Front Setback, by adding a new second paragraph as follows:

"On both sides of Chestnut Street in the Chestnut Street Business District, there shall be a front setback of twenty (20) feet for all buildings. The landscaping treatment for the setback area shall be consistent with the Chestnut Street Landscape Design Recommendations (April 1988) on file in the office of the Planning Board. No parking shall be allowed in this setback area. Parking shall be on the side or in the back of the building."

(g) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.8. Side and Rear Setbacks Adjoining Residential Districts, by adding a new second paragraph with four subparagraphs as follows:

"Where a lot in a Chestnut Street Business District adjoins a residential district, no building or structure for business use shall be placed or constructed within fifty (50) feet of the residential district boundary, and within said strip, the twenty-five (25) feet closest to the district boundary shall be suitably landscaped per specifications outlined below, and there shall be no accessory use. The remaining twenty-five (25) feet may be used for an accessory use not including a building or structure. Where a lot in the Chestnut Street Business District is adjacent to the MBTA commuter railroad right-of-way, the 50-foot buffer requirement shall not apply; however, adjacent to said right-of-way there shall be a 10-foot buffer which shall be suitably landscaped per the specifications outlined below and which shall not be used for any purpose."

"(a) Materials - plant materials characterized by dense growth which will form an effective year-round screen shall be planted, or a fence or wall shall be constructed, to form the screen. Where a grill or open-work fence or wall is used it shall be suitable in appearance and materials. Screening may consist of both natural and man-made materials. To the extent practicable, existing trees shall be retained and used to satisfy the provisions of this section."

"(b) Height - screening shall be at least ten (10) feet in height when planted. Height shall be measured from the finished grade."

"(c) Maintenance - all required plant materials shall be maintained by the owner in a healthy condition and whenever necessary replaced with new plant materials to insure continued compliance with screening requirements. All required fences and walls shall be permanently maintained by the owner in good repair and presentable appearance and whenever necessary they shall be repaired or replaced."

"(d) Lighting - all artificial lighting used to illuminate a parking or storage area, maneuvering space or driveway shall be arranged and shielded so as to prevent direct glare from the light source into any public street or private way or onto adjacent property."

- (h) In Section 4.4. Dimensional Regulations for Business Districts, by adding a new subsection 4.4.9. as follows:

"4.4.9. Building Entrances on Chestnut Street. First-floor businesses shall have individual entrances accessed from the exterior of the building, except by Special Permit to be granted by the Planning Board in cases where such requirements would restrict redevelopment of an existing building."

"Building entrances providing access to first and second-floor space shall be available from one or more streets on which the building fronts and, if the building fronts on Chestnut Street, the primary building entrances must be from that street, unless lot configuration makes it impracticable to place all individual entrances on Chestnut Street."

- (i) In Section 4.4. Dimensional Regulations for Business Districts, by changing the name of the section so that it shall read:

"Section 4.4. Dimensional Requirements for Business and Chestnut Street Business Districts"

- (j) In Section 4.6. Special Conditions, Subsection 4.6.1. Specific Front Setbacks, by deleting paragraph (d).

- (k) In Section 7.4. Site Plan Review, Subsection 7.4.2. Definitions, by adding the following two new paragraphs:

"In a Chestnut Street Business District, a MAJOR PROJECT is any construction project which involves: the new construction or reconstruction of any amount of gross floor area; or an increase in gross floor area of 1,000 or more square feet; or any project which results in the creation of 10 or more new off-street parking spaces; or any project which results in any new curb- or driveway-cut."

"In a Chestnut Street Business District, a MINOR PROJECT is any construction project which involves an increase in gross floor area of less than 1,000 square feet - and the project cannot be defined as a Major Project."

- (l) In Section 7.7. Design Review, Subsection 7.7.2. Design Review Board, Subsection 7.7.2.2. Authority and Specific Powers, by adding the name "Chestnut Street Business District" in the first sentence of the second paragraph, so that it shall read as follows (new language underlined):

"The Design Review Board shall review permit applications for all new structures and outdoor uses, exterior additions, exterior alterations and exterior changes in all areas zoned as a Business District, Chestnut Street Business District, Industrial District, Industrial-1 District, Industrial Park District or Institutional District (excluding single- and two-family uses), which require a building permit under the Massachusetts State Building Code -- but which are not related to projects previously reviewed as "Major" or "Minor Projects" under Site Plan Review."

or take any other action relative thereto.

MOVED: That the Town amend the Zoning By-Law by establishing a new district, "Chestnut Street Business District", and more specifically as follows:

- (a) in Section 2.1. Classes of Districts, by inserting the name of a new district, "Chestnut Street Business," in the list between the names of two existing districts, "Business" and "Industrial", so that the complete section shall read as follows:

"2.1. Classes of Districts:

| | |
|-------|------------------------------|
| FP | Flood Plain |
| RRC | Rural Residence-Conservation |
| SRA | Single Residence A |
| SRB | Single Residence B |
| GR | General Residence |
| A-1 | Apartment A-1 |
| A-2 | Apartment A-2 |
| A-3 | Apartment A-3 |
| I | Institutional |
| B | Business |
| CSB | Chestnut Street Business |
| IND | Industrial |
| IND-1 | Industrial - 1 |
| IND-P | Industrial Park |
| AP | Aquifer Protection" |

- (b) in Section 3. Use Regulations, Subsection 3.1. Basic Requirements, by adding the following new sentence between the first sentence, which ends with the line "N (No) - Use Prohibited," and the last sentence:

"In addition, no building or structure shall be erected, altered or used and no premises shall be used for any purpose or in any manner in the Chestnut Street Business District other than as regulated by Section 3.1.2. and as permitted and set forth in Section 3.2.1."

- (c) In Section 3. Use Regulations, Subsection 3.2. Schedule of Use Regulations, by adding the following new subsection:

"3.2.1. Uses in the Chestnut Street Business District. The following schedule of use regulations shall apply in a Chestnut Street Business District:

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| <u>USE</u> | <u>CSB</u> |
| <u>AGRICULTURE</u> | |

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| Farm, greenhouse, nursery, truck garden, provided the property contains a minimum of two and one-half (2½) acres | N |
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| Salesroom or stand for agricultural and horticultural products provided all products sold are grown or produced on the premises of the farm, greenhouse, nursery or truck garden, provided the subject contains a minimum of two and one-half (2½) acres | N |
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| Sale during the Christmas season at a nursery or greenhouse of cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises | N |
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PUBLIC, SEMI-PUBLIC & INSTITUTIONAL

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| Church or other place of worship, parish house, rectory, convent and other religious institution | Y |
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| School - public, religious, sectarian or denominational Public library and museum and philanthropic institution | Y |
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| Public park and playground and municipal structure | Y |
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| Public passenger station | SP |
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| Private school, nursery, kindergarten or child care center | SP | Manufacturing clearly incidental and accessory to a retail use on the same premises and the product is customarily sold on the premises | Y |
| Convalescent or nursing home, hospital | SP | | |
| Cemetery | N | Banks | Y |
| Private club not conducted as a business | SP | Offices for consumer sales or service | Y |
| <u>RESIDENCE</u> | | Craft, consumer or commercial service establishment providing goods and/or services at retail | Y |
| Single family detached dwelling PRD (see 4.2.5) RC (see 4.2.6) | N | Offices (other than those listed above) | Y |
| Two-family detached dwelling | N | Theatres and indoor moving picture shows; pool and billiard rooms | SP |
| Conversion of a single-family dwelling to a two-family dwelling | N | | |
| Apartment or multi-family dwelling (allowed on second floor only); consistent with density requirements for A-1 Apartment District | SP | Electronic game and amusement arcades | N |
| The use of an owner-occupied structure for shared elderly housing for up to six elderly occupants (age 60 or over); provided, (1) that such structure so used shall not be subdivided into separate apartments, (2) that occupancies therein by non-owners occupants shall be pursuant to an agreement specifying a term of occupancy of not less than one year, (3) that at any time there shall be in the Town no more than fifty structures for which permits have been issued under authority of this section, (4) that no more than 20 percent of such structures shall be located in any one precinct of the Town, and (5) that the number of structures for which permits are granted hereunder in any one year shall not exceed five. | N | Automobile service station, excluding repair services | SP |
| | | Commercial garage for the storage or repair of vehicles; gasoline and oil filling station; trucking terminal, truck rental agency and similar material hauling enterprise; the parking of vehicles involved in rubbish disposal or oil delivery; and the private parking of vehicles for compensation | N |
| | | Laundry; coin-operated or self-service laundry or dry-cleaning establishment | SP |
| | | Lumber or fuel establishment; contractor's, stone mason's, junk or salvage yard | N |
| | | Airport, heliport, landing strip or area for any type of aircraft | N |
| | | Hotel or motel | N |
| Boarding house with no arrangements of any description for private cooking or housekeeping | N | Restaurant serving meals for consumption on the premises and at tables with service provided by waitress or waiter | SP |
| <u>INSTITUTIONAL</u> | | Take-out operation accessory to the above | SP |
| Dormitory for a school with no provisions for private cooking or housekeeping | N | Take-out food counter as an accessory to a food retail or other non-consumptive retail establishment | SP |
| <u>BUSINESS</u> | | Retail sales of ice cream, frozen yogurt and similar products for consumption on or off the premises | SP |
| Retail sales, excluding grocery store, and not including the outdoor display of goods nor the outdoor storage or display of motor vehicles | Y | Take-out establishment primarily engaged in the dispensing of prepared foods to persons carrying food and beverage away for preparation and consumption elsewhere | N |
| Retail trade or shop for custom work or the making of articles or goods to be sold at retail on the premises. | Y | | |

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| Fast-food establishment offer-over-the-counter sale of on/off premises prepared food or beverages primarily intended for immediate consumption and prepared in such a manner to be readily eaten from easily disposed containers | N | Light non-nuisance manufacturing providing that all resulting cinders, dust, flashing, fumes, gases, odors, smoke, noise, vibration, refuse matter, vapor and heat are effectively confined in a building or are disposed in a manner so as not to create a nuisance or hazard to safety or health | N |
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| Veterinary Office and/or treatment facility, but excluding the boarding of animals | SP |
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| Medical Clinic | SP |
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| Outdoor parking in conjunction with the sale or leasing of new or used vehicles on applications filed after September 28, 1978 | N |
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| Grocery Store | Y |
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MANUFACTURING

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| Wholesale distribution facilities or storage in an enclosed structure, excluding the storage of flammable liquids, gas or explosives | N |
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| Industrial services, for example, machine shop, plumbing, electrical or carpentry shop or similar service | N |
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| Welding shop | N |
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| Stone cutting, shaping, or finishing in an enclosed building | N |
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| Autobody or auto paint shop, provided that all work is carried out inside the building | N |
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| Outside truck service for repair for others including body work | N |
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| Food processing primarily for wholesale use | N |
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| Bottling plant | N |
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| Equipment rental service | N |
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| Garment manufacturing | N |
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| Laboratory or place where scientific experimental research is conducted not including genetic or biological research laboratory | N |
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| Genetic biological research | N |
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| Radio or television studio | N |
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| Medical reference laboratories other than accessory to a medical office | N |
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| Dental prosthesis laboratories other than accessory to a dental office | N |
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ACCESSORY

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| Use of a room or rooms in a single- or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25% of the gross floor area, not in excess of 600 sq.ft., is regularly devoted to such use | N |
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| Customary home occupation engaged in by a resident of a single- or two-family dwelling which may include carpentry, cooking, preserving, dressmaking, handicrafts, repair of small appliances or other small items and similar activities, provided that (1) not more than one person is regularly employed therein in connection with such operation, (2) there is no exterior storage of material or equipment nor other exterior evidence of variation from the regular residential character of the premises, and (3) there is no advertising and signing and no public display or sale on the premises | N |
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| The taking of not more than four non-transient boarders or the leasing of not more than two rooms with no provisions for private cooking by a resident family in a single-family dwelling | N |
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| Cafe or lecture room associated with a private school | N |
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| Research laboratory or statistical office associated with a private school, including printing, binding and electrotyping as incidental uses | N |
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| Other accessory uses incidental to lawful principal uses | SP |
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(d) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.2. Maximum Lot Coverage, by adding the following new paragraph (c):

"(c) Buildings and structures which are located on property in the Chestnut Street Business District are not limited to the maximum lot coverage requirements of this Section 4.4.2. as specified in Table I, but shall have a maximum floor area ratio of 0.7."

- (e) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.3. Height Limitation, by deleting the existing second sentence and by substituting in its place the following new second sentence:

"Notwithstanding the above, no building or structure which is located on property in the Chestnut Street Business District shall exceed two and one-half (2½) stories, including ground level covered or enclosed parking, no more than two (2) stories of which shall be occupied except for storage, nor shall the same exceed a total height of 35 feet."

- (f) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.4. Minimum Front Setback, by adding a new second paragraph as follows:

"On both sides of Chestnut Street in the Chestnut Street Business District, there shall be a front setback of twenty (20) feet for all buildings. The landscaping treatment for the setback area shall be consistent with the Chestnut Street Landscape Design Recommendations (April 1988) on file in the office of the Planning Board. No parking shall be allowed in this setback area. Parking shall be on the side or in the back of the building."

- (g) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.8. Side and Rear Setbacks Adjoining Residential Districts, by adding a new second paragraph with four subparagraphs as follows:

"Where a lot in a Chestnut Street Business District adjoins a residential district, no building or structure for business use shall be placed or constructed within fifty (50) feet of the residential district boundary, and within said strip, the twenty-five (25) feet closest to the district boundary shall be suitably landscaped per specifications outlined below, and there shall be no accessory use. The remaining twenty-five (25) feet may be used for an accessory use not including a building or structure. Where a lot in the Chestnut Street Business District is adjacent to the MBTA commuter railroad right-of-way, the 50-foot buffer requirement shall not apply; however, adjacent to said right-of-way there shall be a 10-foot buffer which shall be suitably landscaped per the specifications outlined below and which shall not be used for any purpose."

- "(a) Materials - plant materials characterized by dense growth which will form an effective year-round screen shall be planted, or a fence or wall shall be constructed, to form the screen. Where a grill or open-work fence or wall is used it shall be suitable in appearance and materials. Screening may consist of both natural and man-made materials. To the extent practicable, existing trees shall be retained and used to satisfy the provisions of this section."
- "(b) Height - screening shall be at least ten (10) feet in height when planted. Height shall be measured from the finished grade."
- "(c) Maintenance - all required plant materials shall be maintained by the owner in a healthy condition and whenever necessary replaced with new plant materials to insure continued compliance with screening requirements. All required fences and walls shall be permanently maintained by the owner in good repair and presentable appearance and whenever necessary they shall be repaired or replaced."

- "(d) Lighting - all artificial lighting used to illuminate a parking or storage area, maneuvering space or driveway shall be arranged and shielded so as to prevent direct glare from the light source into any public street or private way or onto adjacent property."

- (h) In Section 4.4. Dimensional Regulations for Business Districts, by adding a new subsection 4.4.9. as follows:

"4.4.9. Building Entrances on Chestnut Street. First-floor businesses shall have individual entrances accessed from the exterior of the building, except by Special Permit to be granted by the Planning Board in cases where such requirements would restrict redevelopment of an existing building."

"Building entrances providing access to first and second-floor space shall be available from one or more streets on which the building fronts and, if the building fronts on Chestnut Street, the primary building entrances must be from that street, unless lot configuration makes it impracticable to place all individual entrances on Chestnut Street."

- (i) In Section 4.4. Dimensional Regulations for Business Districts, by changing the name of the section so that it shall read:

"Section 4.4. Dimensional Requirements for Business and Chestnut Street Business Districts"

- (j) In Section 4.6. Special Conditions, Subsection 4.6.1. Specific Front Setbacks, by deleting paragraph (d).

- (k) In Section 7.4. Site Plan Review, Subsection 7.4.2. Definitions, by adding the following two new paragraphs:

"In a Chestnut Street Business District, a MAJOR PROJECT is any construction project which involves: the new construction or reconstruction of any amount of gross floor area; or an increase in gross floor area of 1,000 or more square feet; or any project which results in the creation of 10 or more new off-street parking spaces; or any project which results in any new curb- or driveway-cut."

"In a Chestnut Street Business District, a MINOR PROJECT is any construction project which involves an increase in gross floor area of less than 1,000 square feet - and the project cannot be defined as a Major Project."

- (l) In Section 7.7. Design Review, Subsection 7.7.2. Design Review Board, Subsection 7.7.2.2. Authority and Specific Powers, by adding the name "Chestnut Street Business District" in the first sentence of the second paragraph, so that it shall read as follows (new language underlined):

"The Design Review Board shall review permit applications for all new structures and outdoor uses, exterior additions, exterior alterations and exterior changes in all areas zoned as a Business District, Chestnut Street Business District, Industrial District, Industrial-1 District, Industrial Park District or Institutional District (excluding single- and two-family uses), which require a building permit under the Massachusetts State Building Code -- but which are not related to projects previously reviewed as "Major" or "Minor Projects" under Site Plan Review."

A motion to postpone the subject matter of Article 9 to a time certain, specifically to the first item of business on Wednesday, May 9, 1990, was offered by Mr. Stanley R. Tippet. The motion to postpone was presented and carried unanimously by voice vote.

ARTICLE 10

To see if the Town will vote to amend the Zoning Map of the Zoning By-Law by changing from a Business District to a Chestnut Street Business District two certain areas bounded and described as follows:

(a) "Beginning at a point on the boundary line between the existing Business District and a Single Residence B District, where said boundary line coincides with the intersection of the centerlines of School Street and Chestnut Street; then running northerly along the centerline of Chestnut Street to a point where it intersects with the centerline of Keith Place; then running westerly along the centerline of Keith Place to a point where it intersects with the centerline of the right-of-way of the MBTA commuter railroad line, said right-of-way centerline being the boundary line between the existing Business District and an Industrial District; then running southerly along said boundary line between the existing Business District and a General Residence District; then running southeasterly along said boundary line between the existing Business District and a Single Residence B District; then running northerly, easterly, northerly, easterly, northerly, westerly, northerly, westerly, northerly, westerly and northerly along said zoning boundary line to a point where it coincides with the boundary line between the existing Business District and a General Residence District; then running northerly, westerly and northerly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a Single Residence B District, which is coincidental with the centerline of School Street; then running westerly along said street centerline to the beginning point."

(b) "Beginning at a point on the boundary line between the existing Business District and a Single Residence B District, where said boundary line coincides with the intersection of the centerlines of May Street and Garden Street; then running southerly, southwesterly and southeasterly along said zoning boundary line, which coincides with the centerline of Garden Street, to a point where it intersects with the centerline of Eaton Square; then running easterly, southeasterly and southerly along the centerline of Eaton Square to a point where it intersects with a line drawn perpendicular from the southernmost point of Parcel 17, Assessors' Plan 51; then running easterly along said perpendicular drawn line to a point where it intersects with the centerline of the right-of-way of the MBTA commuter railroad line; then running northerly along said right-of-way centerline to a point where it intersects with the centerline of May Street, said street centerline being the boundary line between the existing Business District and a Single Residence B District; then running westerly along said zoning boundary line to the beginning point."

The two geographical areas described above are also shown on a map kept on file in the Planning Board office; or take any other action relative thereto.

MOVED: That the Town amend the Zoning Map of the Zoning By-Law by changing from a Business District to a Chestnut Street Business District two certain areas bounded and described as follows:

(a) "Beginning at a point on the boundary line between the existing Business District and a Single Residence B District, where said boundary line coincides with the intersection of the centerlines of School Street and Chestnut Street; then running northerly along the centerline of Chestnut Street to a point where it intersects with the centerline of Keith Place; then running westerly along the centerline of Keith Place to a point where it intersects with the centerline of the right-of-way of the MBTA commuter railroad line, said right-of-way centerline being the boundary line between the existing Business District and an Industrial District; then running southerly along said boundary line between the existing Business District and a General Residence District; then running southeasterly along said boundary line between the existing Business District and a Single Residence B District; then running northerly, easterly, northerly, easterly, northerly, westerly, northerly, westerly, northerly, westerly and northerly along said zoning boundary line to a point where it coincides with the boundary line between the existing Business District and a General Residence District; then running northerly, westerly and northerly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a Single Residence B District, which is coincidental with the centerline of School Street; then running westerly along said street centerline to the beginning point."

(b) "Beginning at a point on the boundary line between the existing Business District and a Single Residence B District, where said boundary line coincides with the intersection of the centerlines of May Street and Garden Street; then running southerly, southwesterly and southeasterly along said zoning boundary line, which coincides with the centerline of Garden Street, to a point where it intersects with the centerline of Eaton Square; then running easterly, southeasterly and southerly along the centerline of Eaton Square to a point where it intersects with a line drawn perpendicular from the southernmost point of Parcel 17, Assessors' Plan 51; then running easterly along said perpendicular drawn line to a point where it intersects with the centerline of the right-of-way of the MBTA commuter railroad line; then running northerly along said right-of-way centerline to a point where it intersects with the centerline of May Street, said street centerline being the boundary line between the existing Business District and a Single Residence B District; then running westerly along said zoning boundary line to the beginning point."

The two geographical areas described above are also shown on a map kept on file in the Planning Board office.

A motion to postpone the subject matter of Article 10 to a time certain, specifically after Article 9 has been disposed of on Wednesday, May 9, 1990. The motion to postpone was presented and carried unanimously by voice vote.

ARTICLE 11

To see if the Town will vote to amend the Zoning By-Law by establishing a new district, Center Business District, and more specifically as follows:

(a) in Section 2.1. Classes of Districts, by inserting the name of a new district, "Center Business," in the list between the names of two existing districts, "Business" and "Industrial", so that the complete section shall read as follows:

"2.1. Classes of Districts:

| | |
|-------|------------------------------|
| FP | Flood Plain |
| RRC | Rural Residence-Conservation |
| SRA | Single Residence A |
| SRB | Single Residence B |
| GR | General Residence |
| A-1 | Apartment A-1 |
| A-2 | Apartment A-2 |
| A-3 | Apartment A-3 |
| I | Institutional |
| B | Business |
| CB | Center Business |
| IND | Industrial |
| IND-1 | Industrial - 1 |
| IND-P | Industrial Park |
| AP | Aquifer Protection" |

| | |
|--|----|
| Public passenger station | SP |
| Private school, nursery, kindergarten or child care center | SP |
| Convalescent or nursing home, hospital | SP |
| Cemetery | N |
| Private club not conducted as a business | SP |

RESIDENCE

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|---------------------------------|---|
| Single-family detached dwelling | N |
| PRD (see 4.2.5) | |
| RC (see 4.2.6) | |

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| Two-family detached dwelling | N |
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| Conversion of a single-family dwelling to a two-family dwelling | N |
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| Apartment or multi-family dwelling (allowed on second floor only); consistent with density requirements for A-1 Apartment District | Y |
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| | |
|---|---|
| The use of an owner-occupied structure for shared elderly housing for up to six elderly occupants (age 60 or over); provided, (1) that such structure so used shall not be subdivided into separate apartments, (2) that occupancies therein by non-owners occupants shall be pursuant to an agreement specifying a term of occupancy of not less than one year, (3) that at any time there shall be in the Town no more than fifty structures for which permits have been issued under authority of this section, (4) that no more than 20 percent of such structures shall be located in any one precinct of the Town, and (5) that the number of structures for which permits are granted hereunder in any one year shall not exceed five. | N |
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| | |
|--|---|
| Boarding house with no arrangements of any description for private cooking or housekeeping | N |
|--|---|

INSTITUTIONAL

| | |
|---|---|
| Dormitory for a school with no provisions for private cooking or housekeeping | N |
|---|---|

BUSINESS

| | |
|--|---|
| Retail sales, excluding grocery store, and not including the outdoor display of goods nor the outdoor storage or display of motor vehicles | Y |
|--|---|

- (b) in Section 3. Use Regulations, Subsection 3.1. Basic Requirements, by adding the following new sentence between the first sentence, which ends with the line "N (No) - Use Prohibited", and the last sentence:

"In addition, no building or structure shall be erected, altered or used and no premises shall be used for any purpose or in any manner in the Center Business District other than as regulated by Section 3.1.2. and as permitted and set forth in Section 3.2.1."

- (c) In Section 3. Use Regulations, Subsection 3.2. Schedule of Use Regulations, by adding the following new subsection:

"3.2.1. Uses in the Center Business District. The following schedule of use regulations shall apply in the Center Business District:

USE**CB****AGRICULTURE**

| | |
|--|---|
| Farm, greenhouse, nursery, truck garden, provided the property contains a minimum of two and one-half (2½) acres | N |
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| | |
|--|---|
| Salesroom or stand for agricultural and horticultural products provided all products sold are grown or produced on the premises of the farm, greenhouse, nursery or truck garden, provided the subject contains a minimum of two and one-half (2½) acres | N |
|--|---|

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|---|---|
| Sale during the Christmas season at a nursery or greenhouse of cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises | N |
|---|---|

PUBLIC, SEMI-PUBLIC & INSTITUTIONAL

| | |
|--|---|
| Church or other place of worship, parish house, rectory, convent and other religious institution | Y |
|--|---|

| | |
|--|---|
| School - public, religious, sectarian or denominational Public library and museum and philanthropic institution | Y |
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| | |
|--|---|
| Public park and playground and municipal structure | Y |
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|---|----|--|----|
| Retail trade or shop for custom work or the making of articles or goods to be sold at retail on the premises. | Y | Take-out establishment primarily engaged in the dispensing of prepared foods to persons carrying food and beverage away for preparation and consumption elsewhere | N |
| Manufacturing clearly incidental and accessory to a retail use on the same premises and the product is customarily sold on the premises | Y | Fast-food establishment offer-over-the-counter sale of on/off premises prepared food or beverages primarily intended for immediate consumption and prepared in such a manner to be readily eaten from easily disposed containers | N |
| Banks | Y | Veterinary Office and/or treatment facility, but excluding the boarding of animals | SP |
| Offices for consumer sales or service | Y | Medical clinic | SP |
| Craft, consumer or commercial service establishment providing goods and/or services at retail | Y | Outdoor parking in conjunction with the sale or leasing of new or used vehicles on applications filed after September 28, 1978 | N |
| Offices (other than those listed above) | Y* | Grocery Store | Y* |
| Theatres and indoor moving picture shows; pool and billiard rooms | SP | <u>MANUFACTURING</u> | |
| Electronic game and amusement arcades | N | Wholesale distribution facilities or storage in an enclosed structure, excluding the storage of flammable liquids, gas or explosives | N |
| Automobile service station, excluding repair services | N | Industrial services, for example, machine shop, plumbing, electrical or carpentry shop or similar service | N |
| Commercial garage for the storage or repair of vehicles; gasoline and oil filling station; trucking terminal, truck rental agency and similar material hauling enterprise; the parking of vehicles involved in rubbish disposal or oil delivery; and the private parking of vehicles for compensation | N | Welding shop | N |
| Laundry; coin-operated or self-service laundry or dry-cleaning establishment | SP | Stone cutting, shaping, or finishing in an enclosed building | N |
| Lumber or fuel establishment; contractor's, stone mason's, junk or salvage yard | N | Autobody or auto paint shop, provided that all work is carried out inside the building | N |
| Airport, heliport, landing strip or area for any type of aircraft | N | Outside truck service for repair for others including body work | N |
| Hotel or motel | N | Food processing primarily for wholesale use | N |
| Restaurant serving meals for consumption on the premises and at tables with service provided by waitress or waiter | SP | Bottling plant | N |
| Take-out operation accessory to the above | SP | Equipment rental service | N |
| Take-out food counter as an accessory to a food retail or other non-consumptive retail establishment | SP | Garment manufacturing | N |
| Retail sales of ice cream, frozen yogurt and similar products for consumption on or off the premises | SP | Laboratory or place where scientific experimental research is conducted not including genetic or biological research laboratory | N |

* On second floor only

* Under 1,000 square feet of gross floor area

Genetic biological research N

Radio or television studio N

Medical reference laboratories other than accessory to a medical office N

Dental prosthesis laboratories other than accessory to a dental office N

Light non-nuisance manufacturing providing that all resulting cinders, dust, flashing, fumes, gases, odors, smoke, noise, vibration, refuse matter, vapor and heat are effectively confined in a building or are disposed in a manner so as not to create a nuisance or hazard to safety or health N

ACCESSORY

Use of a room or rooms in a single- or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25% of the gross floor area, not in excess of 600 sq.ft. is regularly devoted to such use N

Customary home occupation engaged in by a resident of a single- or two-family dwelling which may include carpentry, cooking, preserving, dressmaking, handicrafts, repair of small appliances or other small items and similar activities, provided that (1) not more than one person is regularly employed therein in connection with such operation, (2) there is no exterior storage of material or equipment nor other exterior evidence of variation from the regular residential character of the premises, and (3) there is no advertising and signing and no public display or sale on the premises N

The taking of not more than four non-transient boarders or the leasing of not more than two rooms with no provisions for private cooking by a resident family in a single-family dwelling N

Cafe or lecture room associated with a private school N

Research laboratory or statistical office associated with a private school, including printing, binding and electrotyping as incidental uses N

Other accessory uses incidental to lawful principal uses SP

(d) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.2. Maximum Lot Coverage, by deleting the existing paragraph (b) and by substituting in its place the following new paragraph (b):

"(b) Buildings and structures which are located on property in the Center Business District are not limited to the maximum lot coverage requirements of this Section 4.4.2. as specified in Table I, but shall have a maximum floor area ratio of 1.0 or the floor area ratio in existence on January 1, 1990, whichever is greater. (See also Section 4.4.5)."

(e) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.3. Height Limitation, by deleting the existing first sentence and by substituting in its place the following new first sentence (new language underlined):

"In a Business District, the limit of height of a building or structure shall be three (3) stories not to exceed forty (40) feet, provided that in no event shall any building contain more than three floors used for occupancy; in the Center Business District, the limit of height of a building or structure shall be two and one-half (2½) stories not to exceed thirty-five (35) feet, provided that in no event shall any building contain more than two floors used for occupancy other than storage."

(f) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.4. Minimum Front Setback, by adding a new third paragraph as follows:

In the Center Business District, there shall be a front setback of three (3) feet or a setback consistent with the average of the setbacks of the two adjacent buildings, whichever is smaller."

(g) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.5. Driveway Openings, by adding the following three new paragraphs:

"In the Center Business District, where access to the rear of a parcel is available from a public way, private way, common driveway, alley way or parking area, no driveway requiring the crossing of a public sidewalk or that requires a new curb cut on Chestnut Street, Highland Avenue, Great Plain Avenue or Chapel Street shall be allowed."

"In the Center Business District, where access to the rear of a parcel is not available as described above, vehicular access for parking and loading areas shall be from shared or common access driveways, rather than from individual driveways at each parcel. In the Center Business District, the Planning Board acting as a special permit granting authority may issue a Special Permit that increases the maximum floor area ratio of a specified parcel to 1.2, where the use of a shared access or driveway eliminates the need for providing an individual driveway on that parcel."

"In that portion of a lot contained within the required front setback, there may be constructed not more than one (1) driveway for every one hundred (100) feet or less of frontage on each way in the Center Business District. Driveways shall be located so as to minimize conflict with traffic on streets and where good visibility and sight distances are available to observe approaching pedestrian and vehicular traffic. Driveways shall be located a minimum of fifty (50) feet from the property line at the nearest street intersection in the Center Business District. The width of a driveway for one-way traffic shall be a minimum of twelve (12) feet and a

maximum of eighteen (18) feet, as measured at its narrowest point. A Special Permit granted by the Planning Board shall be required for one-way driveways over twelve (12) feet in width in the Center Business District. The width of a driveway for two-way traffic shall be a minimum of eighteen (18) feet and a maximum of twenty-five (25) feet, as measured at its narrowest point."

- (h) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.6 Enclosed Parking, by adding new second and third paragraphs as follows:

"In the Center Business District, enclosed parking shall be entirely below the grade of adjoining streets measured at their respective center lines. Access to the enclosed parking shall be from the rear of the building. If provided, enclosed parking shall not be visible from the street. The placement of parking underground shall not raise the first non-parking floor of a structure above grade."

"Municipal parking facilities in the Center Business District shall be exempt from this provision."

- (i) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.8. Side and Rear Setbacks Adjoining Residential Districts, by adding a new third paragraph with four subparagraphs as follows:

"Where a lot in a Center Business District adjoins a residential district, no building or structure for business use shall be placed or constructed within fifty (50) feet of the residential district boundary, and within said strip, the twenty-five (25) feet closest to the district boundary shall be suitably landscaped per specifications outlined below, and there shall be no accessory use. The remaining twenty-five (25) feet may be used for an accessory use not including a building or structure."

"(a) Materials - plant materials characterized by dense growth which will form an effective year-round screen shall be planted, or a fence or wall shall be constructed, to form the screen. Where a grill or open-work fence or wall is used it shall be suitable in appearance and materials. Screening may consist of both natural and man-made materials. To the extent practicable, existing trees shall be retained and used to satisfy the provisions of this section."

"(b) Height - screening shall be at least ten (10) feet in height when planted. Height shall be measured from the finished grade."

"(c) Maintenance - all required plant materials shall be maintained by the owner in a healthy condition and whenever necessary replaced with new plant materials to insure continued compliance with screening requirements. All required fences and walls shall be permanently maintained by the owner in good repair and presentable appearance and whenever necessary they shall be repaired or replaced."

"(d) Lighting - all artificial lighting used to illuminate a parking or storage area, maneuvering space or driveway shall be arranged and shielded so as to prevent direct glare from the light source into any public street or private way or onto adjacent property."

- (j) In Section 4.4. Dimensional Regulations for Business Districts, by adding a new subsection 4.4.10. as follows:

"4.4.10. Building Entrances in the Center Business District. First-floor businesses shall have individual entrances accessed from the street, except by Special Permit to be granted by the Planning Board in cases where such requirements would restrict redevelopment of an existing building."

"Building entrances providing access to first and second-floor space shall be located on one or more streets on which the building fronts and, if the building fronts on Chestnut Street, Highland Avenue, Great Plain Avenue or Chapel Street, the primary building entrances must be located on those streets."

- (k) In Section 4.4. Dimensional Regulations for Business Districts, by adding a new subsection 4.4.11. as follows:

"4.4.11. Driveways for the purpose of providing drive-through customer service shall not be allowed in the Center Business District."

- (l) In Section 4.4. Dimensional Regulations for Business Districts, by changing the name of the section so that it shall read:

"Section 4.4. Dimensional Regulations for Business, Chestnut Street Business and Center Business Districts."

- (m) In Section 4.6. Special Conditions, Subsection 4.6.1. Specific Front Setbacks, by deleting paragraph (d).

- (n) In Section 5.1. Off-Street Parking Requirements, Subsection 5.1.1. Applicability, by changing the designation of the existing subsection 5.1.1.6. Applicability for Parking Areas, to subsection 5.1.1.7. and by adding the following new subsection 5.1.1.6:

"5.1.1.6. Special Permit in the Center Business District. In the Center Business District (CBD) the Planning Board acting as a special permit granting authority may issue a Special Permit waiving all or a lesser number of the off-street parking spaces required under Section 5.1.2., if a proposed project satisfies the following conditions:

- Replaces or substantially improves an existing building or site;
- Promotes the goal of preserving and enhancing the CBD as a pedestrian-oriented local shopping and business district;
- Incorporates the recommendations of the Design Review Board; and
- Demonstrates that it is providing the maximum number of off-street parking spaces practicable."

- (o) In Section 7.4. Site Plan Review, Subsection 7.4.2. Definitions, by adding the following two new paragraphs:

"In the Center Business District, a MAJOR PROJECT is any construction project which creates or adds gross floor area, or which changes an exterior facade."

- (p) In Section 7.6. Planning Board, Subsection 7.6.1. Special Permit Granting Authority, by adding the following underlined language to the first sentence, so that it shall read as follows (new language underlined):

"The Planning Board shall act as a Special Permit Granting Authority only where so designated in Sections 4.2.4., 4.2.5., 4.2.6., 4.4.5., 4.4.9., 4.4.10., 5.1.1.6., and 7.4. of this By-Law."

- (q) In Section 7.7. Design Review, Subsection 7.7.2. Design Review Board, Subsection 7.7.2.2. Authority and Specific Powers, by adding the name "Center Business District" in the first sentence of the second paragraph, so that it shall read as follows (new language underlined):

"The Design Review Board shall review permit applications for all new structures and outdoor uses, exterior additions, exterior alterations and exterior changes in all areas zoned as a Business District, Industrial District, Industrial-1 District, Center Business District, Industrial Park District or Institutional District (excluding single and two-family uses), which require a building permit under the Massachusetts State Building Code -- but which are not related to projects previously reviewed as "Major" or "Minor Projects" under Site Plan Review.

or take any other action relative thereto.

MOVED: That the Town amend the Zoning By-Law by establishing a new district, Center Business District, and more specifically as follows:

- (a) in Section 2.1. Classes of Districts, by inserting the name of a new district, "Center Business," in the list between the names of two existing districts, "Business" and "Industrial", so that the complete section shall read as follows:

"2.1. Classes of Districts:

| | |
|-------|------------------------------|
| FP | Flood Plain |
| RRC | Rural Residence-Conservation |
| SRA | Single Residence A |
| SRB | Single Residence B |
| GR | General Residence |
| A-1 | Apartment A-1 |
| A-2 | Apartment A-2 |
| A-3 | Apartment A-3 |
| I | Institutional |
| B | Business |
| CB | Center Business |
| IND | Industrial |
| IND-1 | Industrial - 1 |
| IND-P | Industrial Park |
| AP | Aquifer Protection" |

- (b) in Section 3. Use Regulations, Subsection 3.1. Basic Requirements, by adding the following new sentence between the first sentence, which ends with the line "N (No) - Use Prohibited", and the last sentence:

"In addition, no building or structure shall be erected, altered or used and no premises shall be used for any purpose or in any manner in the Center Business District other than as regulated by Section 3.1.2. and as permitted and set forth in Section 3.2.1."

- (c) In Section 3. Use Regulations, Subsection 3.2. Schedule of Use Regulations, by adding the following new subsection:

"3.2.1. Uses in the Center Business District. The following schedule of use regulations shall apply in the Center Business District:

USE CB

AGRICULTURE

Farm, greenhouse, nursery, truck garden, provided the property contains a minimum of two and one-half (2½) acres N

Salesroom or stand for agricultural and horticultural products provided all products sold are grown or produced on the premises of the farm, greenhouse, nursery or truck garden, provided the subject contains a minimum of two and one-half (2½) acres N

Sale during the Christmas season at a nursery or greenhouse of cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises N

PUBLIC, SEMI-PUBLIC & INSTITUTIONAL

Church or other place of worship, parish house, rectory, convent and other religious institution Y

School - public, religious, sectarian or denominational Public library and museum and philanthropic institution Y

Public park and playground and municipal structure Y

Public passenger station SP

Private school, nursery, kindergarten or child care center SP

Convalescent or nursing home, hospital SP

Cemetery N

Private club not conducted as a business SP

RESIDENCE

Single-family detached dwelling N
PRD (see 4.2.5)
RC (see 4.2.6)

Two-family detached dwelling N

Conversion of a single-family dwelling to a two-family dwelling N

Apartment or multi-family dwelling (allowed on second floor only); consistent with density requirements for A-1 Apartment District Y

| | | | |
|---|----|---|----|
| The use of an owner-occupied structure for shared elderly housing for up to six elderly occupants (age 60 or over); provided, (1) that such structure so used shall not be subdivided into separate apartments, (2) that occupancies therein by non-owners occupants shall be pursuant to an agreement specifying a term of occupancy of not less than one year, (3) that at any time there shall be in the Town no more than fifty structures for which permits have been issued under authority of this section, (4) that no more than 20 percent of such structures shall be located in any one precinct of the Town, and (5) that the number of structures for which permits are granted hereunder in any one year shall not exceed five. | N | Commercial garage for the storage or repair of vehicles; gasoline and oil filling station; trucking terminal, truck rental agency and similar material hauling enterprise; the parking of vehicles involved in rubbish disposal or oil delivery; and the private parking of vehicles for compensation | N |
| Boarding house with no arrangements of any description for private cooking or housekeeping | N | Laundry; coin-operated or self-service laundry or dry-cleaning establishment | SP |
| <u>INSTITUTIONAL</u> | | Lumber or fuel establishment; contractor's, stone mason's, junk or salvage yard | N |
| Dormitory for a school with no provisions for private cooking or housekeeping | N | Airport, heliport, landing strip or area for any type of aircraft | N |
| <u>BUSINESS</u> | | Hotel or motel | N |
| Retail sales, excluding grocery store and not including the outdoor display of goods nor the outdoor storage or display of motor vehicles | Y | Restaurant serving meals for consumption on the premises and at tables with service provided by waitress or waiter | SP |
| Retail trade or shop for custom work or the making of articles or goods to be sold at retail on the premises. | Y | Take-out operation accessory to the above | SP |
| Manufacturing clearly incidental and accessory to a retail use on the same premises and the product is customarily sold on the premises | Y | Take-out food counter as an accessory to a food retail or other non-consumptive retail establishment | SP |
| Banks | Y | Retail sales of ice cream, frozen yogurt and similar products for consumption on or off the premises | SP |
| Offices for consumer sales or service | Y | Take-out establishment primarily engaged in the dispensing of prepared foods to persons carrying food and beverage away for preparation and consumption elsewhere | N |
| Craft, consumer or commercial service establishment providing goods and/or services at retail | Y | Fast-food establishment offer-over-the-counter sale of on/off premises prepared food or beverages primarily intended for immediate consumption and prepared in such a manner to be readily eaten from easily disposed containers | N |
| Offices (other than those listed above) | Y* | Veterinary Office and/or treatment facility, but excluding the boarding of animals | SP |
| Theatres and indoor moving picture shows; pool and billiard rooms | SP | Medical clinic | SP |
| Electronic game and amusement arcades | N | Outdoor parking in conjunction with the sale or leasing of new or used vehicles on applications filed after September 28, 1978 | N |
| Automobile service station, excluding repair services | N | Grocery Store | Y* |

* On second floor only

* Under 1,000 square feet of gross floor area

MANUFACTURING

| | | | |
|--|---|---|----|
| Wholesale distribution facilities or storage in an enclosed structure, excluding the storage of flammable liquids, gas or explosives | N | than 25% of the gross floor area, not in excess of 600 sq.ft. is regularly devoted to such use | |
| Industrial services, for example, machine shop, plumbing, electrical or carpentry shop or similar service | N | Customary home occupation engaged in by a resident of a single- or two-family dwelling which may include carpentry, cooking, preserving, dressmaking, handicrafts, repair of small appliances or other small items and similar activities, provided that (1) not more than one person is regularly employed therein in connection with such operation, (2) there is no exterior storage of material or equipment nor other exterior evidence of variation from the regular residential character of the premises, and (3) there is no advertising and signing and no public display or sale on the premises | N |
| Welding shop | N | | |
| Stone cutting, shaping, or finishing in an enclosed building | N | | |
| Autobody or auto paint shop, provided that all work is carried out inside the building | N | | |
| Outside truck service for repair for others including body work | N | The taking of not more than four non-transient boarders or the leasing of not more than two rooms with no provisions for private cooking by a resident family in a single-family dwelling | N |
| Food processing primarily for wholesale use | N | | |
| Bottling plant | N | | |
| Equipment rental service | N | | |
| Garment manufacturing | N | Cafe or lecture room associated with a private school | N |
| Laboratory or place where scientific experimental research is conducted not including genetic or biological research laboratory | N | Research laboratory or statistical office associated with a private school, including printing, binding and electrotyping as incidental uses | N |
| Genetic biological research | N | Other accessory uses incidental to lawful principal uses | SP |
| Radio or television studio | N | | |
| Medical reference laboratories other than accessory to a medical office | N | (d) In Section 4.4. <u>Dimensional Regulations for Business Districts</u> , Subsection 4.4.2. <u>Maximum Lot Coverage</u> , by deleting the existing paragraph (b) and by substituting in its place the following new paragraph (b): | |
| Dental prosthesis laboratories other than accessory to a dental office | N | "(b) Buildings and structures which are located on property in the Center Business District are not limited to the maximum lot coverage requirements of this Section 4.4.2. as specified in Table I, but shall have a maximum floor area ratio of 1.0 or the floor area ratio in existence on January 1, 1990, whichever is greater. (See also Section 4.4.5.)" | |
| Light non-nuisance manufacturing providing that all resulting cinders, dust, flashing, fumes, gases, odors, smoke, noise, vibration, refuse matter, vapor and heat are effectively confined in a building or are disposed in a manner so as not to create a nuisance or hazard to safety or health | N | (e) In Section 4.4. <u>Dimensional Regulations for Business Districts</u> , Subsection 4.4.3. <u>Height Limitation</u> , by deleting the existing first sentence and by substituting in its place the following new first sentence (new language underlined): | |

ACCESSORY

| | | | |
|---|---|---|--|
| Use of a room or rooms in a single- or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more | N | "In a Business District, the limit of height of a building or structure shall be three (3) stories not to exceed forty (40) feet, provided that in no event shall any building contain more than three floors used for occupancy; in the Center Business District, the limit of height of a building or structure shall be two and one-half (2½) stories not to exceed thirty-five (35) feet, provided that in no event shall any building contain more than two floors used for occupancy other than storage." | |
|---|---|---|--|

- (f) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.4. Minimum Front Setback, by adding a new third paragraph as follows:

"In the Center Business District, there shall be a front setback of three (3) feet or a setback consistent with the average of the setbacks of the two adjacent buildings, whichever is smaller."

- (g) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.5. Driveway Openings, by adding the following three new paragraphs:

"In the Center Business District, where access to the rear of a parcel is available from a public way, private way, common driveway, alley way or parking area, no driveway requiring the crossing of a public sidewalk or that requires a new curb cut on Chestnut Street, Highland Avenue, Great Plain Avenue or Chapel Street shall be allowed."

"In the Center Business District, where access to the rear of a parcel is not available as described above, vehicular access for parking and loading areas shall be from shared or common access driveways, rather than from individual driveways at each parcel. In the Center Business District, the Planning Board acting as a special permit granting authority may issue a Special Permit that increases the maximum floor area ratio of a specified parcel to 1.2, where the use of a shared access or driveway eliminates the need for providing an individual driveway on that parcel."

"In that portion of a lot contained within the required front setback, there may be constructed not more than one (1) driveway for every one hundred (100) feet or less of frontage on each way in the Center Business District. Driveways shall be located so as to minimize conflict with traffic on streets and where good visibility and sight distances are available to observe approaching pedestrian and vehicular traffic. Driveways shall be located a minimum of fifty (50) feet from the property line at the nearest street intersection in the Center Business District. The width of a driveway for one-way traffic shall be a minimum of twelve (12) feet and a maximum of eighteen (18) feet, as measured at its narrowest point. A Special Permit granted by the Planning Board shall be required for one-way driveways over twelve (12) feet in width in the Center Business District. The width of a driveway for two-way traffic shall be a minimum of eighteen (18) feet and a maximum of twenty-five (25) feet, as measured at its narrowest point."

- (h) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.6 Enclosed Parking, by adding new second and third paragraphs as follows:

"In the Center Business District, enclosed parking shall be entirely below the grade of adjoining streets measured at their respective center lines. Access to the enclosed parking shall be from the rear of the building. If provided, enclosed parking shall not be visible from the street. The placement of parking underground shall not raise the first non-parking floor of a structure above grade."

"Municipal parking facilities in the Center Business District shall be exempt from this provision."

- (i) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.8. Side and Rear Setbacks Adjoining Residential Districts, by adding a new third paragraph with four subparagraphs as follows:

"Where a lot in a Center Business District adjoins a residential district, no building or structure for business use shall be placed or constructed within fifty (50) feet of the residential district boundary, and within said strip, the twenty-five (25) feet closest to the district boundary shall be suitably landscaped per specifications outlined below, and there shall be no accessory use. The remaining twenty-five (25) feet may be used for an accessory use not including a building or structure."

"(a) Materials - plant materials characterized by dense growth which will form an effective year-round screen shall be planted, or a fence or wall shall be constructed, to form the screen. Where a grill or open-work fence or wall is used it shall be suitable in appearance and materials. Screening may consist of both natural and man-made materials. To the extent practicable, existing trees shall be retained and used to satisfy the provisions of this section."

"(b) Height - screening shall be at least ten (10) feet in height when planted. Height shall be measured from the finished grade."

"(c) Maintenance - all required plant materials shall be maintained by the owner in a healthy condition and whenever necessary replaced with new plant materials to insure continued compliance with screening requirements. All required fences and walls shall be permanently maintained by the owner in good repair and presentable appearance and whenever necessary they shall be repaired or replaced."

"(d) Lighting - all artificial lighting used to illuminate a parking or storage area, maneuvering space or driveway shall be arranged and shielded so as to prevent direct glare from the light source into any public street or private way or onto adjacent property."

- (j) In Section 4.4. Dimensional Regulations for Business Districts, by adding a new subsection 4.4.10. as follows:

"4.4.10. Building Entrances in the Center Business District. First-floor businesses shall have individual entrances accessed from the street, except by Special Permit to be granted by the Planning Board in cases where such requirements would restrict redevelopment of an existing building."

"Building entrances providing access to first and second-floor space shall be located on one or more streets on which the building fronts and, if the building fronts on Chestnut Street, Highland Avenue, Great Plain Avenue or Chapel Street, the primary building entrances must be located on those streets."

- (k) In Section 4.4. Dimensional Regulations for Business Districts, by adding a new subsection 4.4.11. as follows:

"4.4.11. Driveways for the purpose of providing drive-through customer service shall not be allowed in the Center Business District."

- (l) In Section 4.4. Dimensional Regulations for Business Districts, by changing the name of the section so that it shall read:

"Section 4.4. Dimensional Regulations for Business, Chestnut Street Business and Center Business Districts."

- (m) In Section 4.6. Special Conditions, Subsection 4.6.1. Specific Front Setbacks, by deleting paragraph (d).

- (n) In Section 5.1. Off-Street Parking Requirements, Subsection 5.1.1. Applicability, by changing the designation of the existing subsection 5.1.1.6. Applicability for Parking Areas, to subsection 5.1.1.7. and by adding the following new subsection 5.1.1.6:

"5.1.1.6. Special Permit in the Center Business District. In the Center Business District (CBD) the Planning Board acting as a special permit granting authority may issue a Special Permit waiving all or a lesser number of the off-street parking spaces required under Section 5.1.2., if a proposed project satisfies the following conditions:

- Replaces or substantially improves an existing building or site;
- Promotes the goal of preserving and enhancing the CBD as a pedestrian-oriented local shopping and business district;
- Incorporates the recommendations of the Design Review Board; and
- Demonstrates that it is providing the maximum number of off-street parking spaces practicable."

- (o) In Section 7.4. Site Plan Review, Subsection 7.4.2. Definitions, by adding the following two new paragraphs:

"In the Center Business District, a MAJOR PROJECT is any construction project which creates or adds gross floor area, or which changes an exterior facade."

- (p) In Section 7.6. Planning Board, Subsection 7.6.1. Special Permit Granting Authority, by adding the following underlined language to the first sentence, so that it shall read as follows (new language underlined):

"The Planning Board shall act as a Special Permit Granting Authority only where so designated in Sections 4.2.4., 4.2.5., 4.2.6., 4.4.5., 4.4.9., 4.4.10., 5.1.1.6., and 7.4. of this By-Law."

- (q) In Section 7.7. Design Review, Subsection 7.7.2. Design Review Board, Subsection 7.7.2.2. Authority and Specific Powers, by adding the name "Center Business District" in the first sentence of the second paragraph, so that it shall read as follows (new language underlined):

"The Design Review Board shall review permit applications for all new structures and outdoor uses, exterior additions, exterior alterations and exterior changes in all areas zoned as a Business District, Industrial District, Industrial-1 District, Center Business District, Industrial Park District or Institutional District (excluding single and two-family uses), which require a building permit under the Massachusetts State Building Code -- but which are not related to projects previously reviewed as "Major" or "Minor Projects" under Site Plan Review.

A motion to postpone the subject matter of Article 11 to a time certain, specifically after Article 10 has been disposed of on Wednesday, May 9, 1990. The motion to postpone was presented and carried unanimously by voice vote.

ARTICLE 12

To see if the Town will vote to amend the Zoning Map of the Zoning By-Law by changing from a Business District to a Center Business District a certain area bounded and described as follows:

"Beginning at a point on the boundary line between the existing Business District and a Single Residence B District where said boundary line coincides with the intersection of the centerlines of Great Plain Avenue and Pickering Street; then running northerly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a General Residence District; then running westerly and northerly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a Single Residence B District; then running westerly along said zoning boundary line to a point where it intersects with the centerline of Highland Avenue; then running northerly along said centerline of Highland Avenue to a point where it intersects with the centerline of May Street; then running westerly along said centerline of May Street to a point where it intersects with the centerline of the right-of-way of the MBTA commuter railroad line; then running southerly along said right-of-way centerline to a point where it intersects with a line drawn through the southernmost point of Parcel 17, Assessors' Plan 51 and also drawn perpendicular to the centerline of Eaton Square; then running westerly along said drawn line to a point where it intersects with the centerline of Eaton Square; then running northerly, northwesterly and westerly along said street centerline to a point where it intersects with the centerline of Garden Street; then running southerly along the centerline of Garden Street, which coincides with the boundary line between the existing Business District and a Single Residence B District to a point where said zoning boundary line turns westerly; then running westerly, northerly, westerly, northerly and westerly along said zoning boundary line to a point where it intersects with the centerline of Nehoiden Street; then running southeasterly along said street centerline, which coincides with the boundary line between the existing Business District and a Single Residence B District, to a point where it intersects with the centerline of Great Plain Avenue; then running westerly along said street centerline, which coincides with the boundary line between the existing Business District and a Single Residence B District, to a point where said zoning boundary line turns easterly; then running easterly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a General Residence District; then running northerly and easterly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and an Industrial District; then running northerly and easterly along said zoning boundary line to a

point where it intersects with the centerline of the right-of-way of the MBTA commuter railroad line, which coincides with the boundary line between the existing Business District and an Industrial District; then running southerly along said right-of-way centerline to a point where it intersects with the extended centerline of Keith Place; then running easterly along said street centerline to a point where it intersects with the centerline of Chestnut Street; then running southerly along said street centerline to a point where it intersects with the boundary line between the existing Business District and a Single Residence B District; then running easterly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a General Residence District; then running northerly along said zoning boundary line to a point where it turns easterly; then running easterly along said zoning boundary line to a point where it intersects with the centerline of Lincoln Street, which coincides with the boundary line between the existing Business District and a General Residence District; then running northerly along said zoning boundary line to a point where it intersects with the centerline of Dedham Avenue, which coincides with the boundary line between the existing Business District and a General Residence District; then running southeasterly along said boundary line to a point where it turns northeasterly; then running northeasterly, southeasterly and northeasterly along said zoning boundary line to a point where it intersects with a boundary line between the existing Business District and a Single Residence B District; then running westerly and northerly along said zoning boundary line to a point where it intersects with the centerline of Great Plain Avenue, which coincides with the boundary line between the existing Business District and a Single Residence B District; then running westerly along said zoning boundary line to the beginning point."

The geographical area described above is also shown on a map kept on file in the Planning Board office. (It should be noted that the Town Hall and Common property, Parcels 1 and 81 on Assessors' Plan 51, are currently zoned Single Residence B and is therefore not included in the Zoning Map change described under this article.); or take any other action relative thereto.

MOVED: That the Town amend the Zoning Map of the Zoning By-Law by changing from a Business District to a Center Business District a certain area bounded and described as follows:

"Beginning at a point on the boundary line between the existing Business District and a Single Residence B District, where said boundary line coincides with the intersection of the centerlines of Great Plain Avenue and Pickering Street; then running northerly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a General Residence District; then running westerly and northerly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a Single Residence B District; then running westerly along said zoning boundary line to a point where it intersects with the centerline of Highland Avenue; then running northerly along said centerline of Highland Avenue to a point where it intersects with the centerline of May Street; then running westerly along said centerline of May Street to a point where it intersects with the centerline of the right-of-way of the MBTA commuter railroad line; then running southerly along said right-of-way centerline to a point where it intersects with a line drawn through the southernmost point of Parcel 17, Assessors' Plan 51 and also drawn perpendicular to the centerline of Eaton Square; then running westerly along said drawn line to a point where it intersects with the centerline of Eaton Square; then running northerly, northwesterly and westerly along said street centerline to a point where it intersects with the centerline of Garden Street; then running southerly along the centerline of Garden Street, which coincides with the boundary line between the existing Business District and a Single Residence B District to a point where said zoning boundary line turns westerly; then running westerly, northerly, westerly, northerly

and westerly along said zoning boundary line to a point where it intersects with the centerline of Nehoiden Street; then running southeasterly along said street centerline, which coincides with the boundary line between the existing Business District and a Single Residence B District, to a point where it intersects with the centerline of Great Plain Avenue; then running westerly along said street centerline, which coincides with the boundary line between the existing Business District and a Single Residence B District, to a point where it intersects with the centerline of Linden Street; then running southerly along said street centerline, which coincides with the boundary line between the existing Business District and a Single Residence B District, to a point where said zoning boundary line turns easterly; then running easterly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a General Residence District; then running northerly and easterly along said zoning boundary line to a point where it intersects with the centerline of the right-of-way of the MBTA commuter railroad line, which coincides with the boundary line between the existing Business District and an Industrial District; then running southerly along said right-of-way centerline to a point where it intersects with the extended centerline of Keith Place; then running easterly along said street centerline to a point where it intersects with the centerline of Chestnut Street; then running southerly along said street centerline to a point where it intersects with the boundary line between the existing Business District and a Single Residence B District; then running easterly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a General Residence District; then running northerly along said zoning boundary line to a point where it turns easterly; then running easterly along said zoning boundary line to a point where it intersects with the centerline of Lincoln Street, which coincides with the boundary line between the existing Business District and a General Residence District; then running northerly along said zoning boundary line to a point where it intersects with the centerline of Dedham Avenue, which coincides with the boundary line between the existing Business District and a General Residence District; then running southeasterly along said boundary line to a point where it turns northeasterly; then running northeasterly, southeasterly and northeasterly along said zoning boundary line to a point where it intersects with a boundary line between the existing Business District and a Single Residence B District; then running westerly and northerly along said zoning boundary line to a point where it intersects with the centerline of Great Plain Avenue, which coincides with the boundary line between the existing Business District and a Single Residence B District; then running westerly along said zoning boundary line to the beginning point."

The geographical area described above is also shown on a map kept on file in the Planning Board office. (It should be noted that the Town Hall and Common property, Parcels 1 and 81 on Assessors' Plan 51, are currently zoned Single Residence B and is therefore not included in the Zoning Map change described under this article.)

A motion to postpone the subject matter of Article 12 to a time certain, specifically after Article 11 has been disposed of on Wednesday, May 9, 1990. The motion to postpone was presented and carried unanimously by voice vote.

ARTICLE 13

To see if the Town will vote to amend the Zoning By-Law, Section 3.3. Uses in Flood Plain District, by adding a new subsection 3.3.5., as follows:

"3.3.5. National Flood Insurance Program (NFIP) Requirements. Reference is hereby made to the Flood Insurance Rate Map (FIRM) and Flood Insurance Study dated June 5, 1989 -- both of which are on file in the office of the Planning Board. In granting special permits authorized above under Subsections 3.3.3. and 3.3.4., the Board of Appeals shall, as appropriate, require the following as conditions of approval:

- (a) Require that new and replacement water supply and sanitary sewerage systems be designed to minimize or eliminate infiltration of flood waters into said systems, as well as discharges from said systems into flood waters;
- (b) Require that adequate drainage is provided to reduce exposure to flood hazards in flood-prone areas, and more specifically, require adequate drainage around proposed structures on slopes to guide flood waters around and away from such structures; and
- (c) Require that adjacent communities and the site coordination office be notified prior to any alteration or relocation of a water course, and that a copy of such notification be submitted to the Federal Emergency Management Agency (FEMA) Administrator;"

or take any other action relative thereto.

MOVED: That the Town amend the Zoning By-Law, Section 3.3. Uses in Flood Plain District, by adding a new subsection 3.3.5., as follows:

"3.3.5. National Flood Insurance Program (NFIP) Requirements. Reference is hereby made to the Flood Insurance Rate Map (FIRM) and Flood Insurance Study dated June 5, 1989 -- both of which are on file in the office of the Planning Board. In granting special permits authorized above under Subsections 3.3.3. and 3.3.4., the Board of Appeals shall, as appropriate, require the following as conditions of approval:

- (a) Require that new and replacement water supply and sanitary sewerage systems be designed to minimize or eliminate infiltration of flood waters into said systems, as well as discharges from said systems into flood waters;
- (b) Require that adequate drainage is provided to reduce exposure to flood hazards in flood-prone areas, and more specifically, require adequate drainage around proposed structures on slopes to guide flood waters around and away from such structures; and
- (c) Require that adjacent communities and the site coordination office be notified prior to any alteration or relocation of a water course, and that a copy of such notification be submitted to the Federal Emergency Management Agency (FEMA) Administrator;"

Mr. David C. Gerber, Member, addressed this article on behalf of the Planning Board.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 14

To see if the Town will vote to amend the Zoning By-Law Section 4.2. Dimensional Regulations for Rural Residence - Conservation, Single Residence A, Single Residence B, General Residence and Institutional Districts, Subsection 4.2.1. Table of Regulations, by adding the following new paragraph (c) at the end of the subsection:

- "(c) In a Rural Residence - Conservation District, the thirty-five (35) feet of the required minimum front setback of fifty (50) feet, as measured from Chestnut Street and from the designated Scenic Roads of South Street and Charles River Street, shall remain as a natural vegetative buffer not to be cut or cleared except for normal maintenance and vehicular access, including private driveways and subdivision roadways;"

or take any other action relative thereto.

MOVED: That the Town amend the Zoning By-Law, Section 4.2. Dimensional Regulations for Rural Residence - Conservation, Single Residence A, Single Residence B, General Residence and Institutional Districts, Subsection 4.2.1. Table of Regulations, by adding the following new paragraph (c) at the end of the subsection:

- "(c) In a Rural Residence - Conservation District, the thirty-five (35) feet of the required minimum front setback of fifty (50) feet, as measured from Chestnut Street and from the designated Scenic Roads of South Street and Charles River Street, shall remain as a natural vegetative buffer not to be cut or cleared except for normal maintenance and vehicular access, including private driveways and subdivision roadways."

Pamela J. Anderson, Town Meeting Member and member of the South Street - Charles River Street Area Study Committee, addressed this article on behalf of the Committee. She explained that this article retains a buffer area in the Rural Residence-Conservation District.

In response to an inquiry from Mrs. Diane Perry Matthews, sidewalks and/or footpaths have the right of way.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The following Town Meeting Members were sworn in as tellers by the Moderator: Richard S. Creem, Foster S. Crook, Gregory John Shesko, Meredith P. Paget, Leroy J. Nuttle, and Deborah L. Roberts. The motion was again presented and carried by a count of hands. The hand count was Yes 158 - No 10.

At 11:05 P.M. Mr. Howard B. Bacon moved that the meeting stand adjourned until Wednesday, May 9, 1990, at 7:30 P.M. at the Newman Middle School and it was so voted unanimously.

ADJOURNED ANNUAL TOWN MEETING

May 9, 1990

Pursuant to adjournment of the Annual Town Meeting held May 7, 1990, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Middle School on Wednesday, May 9, 1990, at 7:30 P.M.

Checklists were used and 254 voters were checked on the list as being present, including 230 Town Meeting Members.

The Needham Town String Orchestra, led by Karen S. Wood and Student Teacher Elise Bain, performed prior to the call of the meeting. They were joined by those present in singing "The Star Spangled Banner".

Rev. Francis D. Garrity, Pastor, St. Bartholomew's Parish, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

ARTICLE 9

To see if the Town will vote to amend the Zoning By-Law by establishing a new district, Chestnut Street Business District, and more specifically as follows:

- (a) in Section 2.1. Classes of Districts, by inserting the name of a new district, "Chestnut Street Business," in the list between the names of two existing districts, "Business" and "Industrial", so that the complete section shall read as follows:

"2.1. Classes of Districts:

| | |
|-------|------------------------------|
| FP | Flood Plain |
| RRC | Rural Residence-Conservation |
| SRA | Single Residence A |
| SRB | Single Residence B |
| GR | General Residence |
| A-1 | Apartment A-1 |
| A-2 | Apartment A-2 |
| A-3 | Apartment A-3 |
| I | Institutional |
| B | Business |
| CSB | Chestnut Street Business |
| IND | Industrial |
| IND-1 | Industrial - 1 |
| IND-P | Industrial Park |
| AP | Aquifer Protection" |

- (b) in Section 3. Use Regulations, Subsection 3.1. Basic Requirements, by adding the following new sentence between the first sentence, which ends with the line "N (No) - Use Prohibited," and the last sentence:

"In addition, no building or structure shall be erected, altered or used and no premises shall be used for any purpose or in any manner in the Chestnut Street Business District other than as regulated by Section 3.1.2. and as permitted and set forth in Section 3.2.1."

- (c) In Section 3. Use Regulations, Subsection 3.2. Schedule of Use Regulations, by adding the following new subsection:

"3.2.1. Uses in the Chestnut Street Business District. The following schedule of use regulations shall apply in a Chestnut Street Business District:

| | |
|------------|------------|
| <u>USE</u> | <u>CSB</u> |
|------------|------------|

AGRICULTURE

| | |
|--|---|
| Farm, greenhouse, nursery, truck garden, provided the property contains a minimum of two and one-half (2½) acres | N |
|--|---|

| | |
|--|---|
| Salesroom or stand for agricultural and horticultural products provided all products sold are grown or produced on the premises of the farm, greenhouse, nursery or truck garden, provided the subject contains a minimum of two and one-half (2½) acres | N |
|--|---|

| | |
|---|---|
| Sale during the Christmas season at a nursery or greenhouse of cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises | N |
|---|---|

PUBLIC, SEMI-PUBLIC & INSTITUTIONAL

| | |
|--|---|
| Church or other place of worship, parish house, rectory, convent and other religious institution | Y |
|--|---|

| | |
|--|---|
| School - public, religious, sectarian or denominational Public library and museum and philanthropic institution | Y |
|--|---|

| | |
|--|---|
| Public park and playground and municipal structure | Y |
|--|---|

| | |
|--------------------------|----|
| Public passenger station | SP |
|--------------------------|----|

| | |
|--|----|
| Private school, nursery, kindergarten or child care center | SP |
|--|----|

| | |
|--|----|
| Convalescent or nursing home, hospital | SP |
|--|----|

| | |
|----------|---|
| Cemetery | N |
|----------|---|

| | |
|--|----|
| Private club not conducted as a business | SP |
|--|----|

RESIDENCE

| | |
|---------------------------------|---|
| Single family detached dwelling | N |
|---------------------------------|---|

PRD (see 4.2.5)
RC (see 4.2.6)

| | |
|------------------------------|---|
| Two-family detached dwelling | N |
|------------------------------|---|

| | |
|---|---|
| Conversion of a single-family dwelling to a two-family dwelling | N |
|---|---|

| | |
|--|----|
| Apartment or multi-family dwelling (allowed on second floor only); consistent with density requirements for A-1 Apartment District | SP |
|--|----|

| | |
|---|---|
| The use of an owner-occupied structure for shared elderly housing for up to six elderly occupants (age 60 or over); provided, (1) that such structure so used shall not be subdivided into separate apartments, (2) that occupancies therein by non-owners occupants shall be pursuant to an agreement specifying a term of occupancy of not less than one year, (3) that at any time there shall be in the Town no more than fifty structures for which permits have been issued under authority of this section, (4) that no more than 20 percent of such structures shall be located in any one precinct of the Town, and (5) that the number of structures for which permits are granted hereunder in any one year shall not exceed five. | N |
|---|---|

Boarding house with no arrangements of any description for private cooking or housekeeping

N

Restaurant serving meals for consumption on the premises and at tables with service provided by waitress or waiter

SP

INSTITUTIONAL

Dormitory for a school with no provisions for private cooking or housekeeping

N

Take-out operation accessory to the above

SP

Take-out food counter as an accessory to a food retail or other non-consumptive retail establishment

SP

BUSINESS

Retail sales, excluding grocery store, and not including the outdoor display of goods nor the outdoor storage or display of motor vehicles

Y

Retail sales of ice cream, frozen yogurt and similar products for consumption on or off the premises

SP

Retail trade or shop for custom work or the making of articles or goods to be sold at retail on the premises.

Y

Take-out establishment primarily engaged in the dispensing of prepared foods to persons carrying food and beverage away for preparation and consumption elsewhere

N

Manufacturing clearly incidental and accessory to a retail use on the same premises and the product is customarily sold on the premises

Y

Fast-food establishment offer-over-the-counter sale of on/off premises prepared food or beverages primarily intended for immediate consumption and prepared in such a manner to be readily eaten from easily disposed containers

N

Banks

Y

Offices for consumer sales or service

Y

Veterinary Office and/or treatment facility, but excluding the boarding of animals

SP

Craft, consumer or commercial service establishment providing goods and/or services at retail

Y

Medical Clinic

SP

Offices (other than those listed above)

Y

Outdoor parking in conjunction with the sale or leasing of new or used vehicles on applications filed after September 28, 1978

N

Theatres and indoor moving picture shows; pool and billiard rooms

SP

Grocery Store

Y

Electronic game and amusement arcades

N

MANUFACTURING

Automobile service station, excluding repair services

SP

Wholesale distribution facilities or storage in an enclosed structure, excluding the storage of flammable liquids, gas or explosives

N

Commercial garage for the storage or repair of vehicles; gasoline and oil filling station; trucking terminal, truck rental agency and similar material hauling enterprise; the parking of vehicles involved in rubbish disposal or oil delivery; and the private parking of vehicles for compensation

N

Industrial services, for example, machine shop, plumbing, electrical or carpentry shop or similar service

N

Welding shop

N

Stone cutting, shaping, or finishing in an enclosed building

N

Laundry; coin-operated or self-service laundry or dry-cleaning establishment

SP

Autobody or auto paint shop, provided that all work is carried out inside the building

N

Lumber or fuel establishment; contractor's, stone mason's, junk or salvage yard

N

Outside truck service for repair for others including body work

N

Airport, heliport, landing strip or area for any type of aircraft

N

Food processing primarily for wholesale use

N

Hotel or motel

N

Bottling plant

N

| | | | |
|---|---|---|----|
| Equipment rental service | N | Research laboratory or statistical office associated with a private school, including printing, binding and electrotyping as incidental uses | N |
| Garment manufacturing | N | | |
| Laboratory or place where scientific experimental research is conducted not including genetic or biological research laboratory | N | Other accessory uses incidental to lawful principal uses | SP |
| Genetic biological research | N | (d) In Section 4.4. <u>Dimensional Regulations for Business Districts</u> , Subsection 4.4.2. <u>Maximum Lot Coverage</u> , by adding the following new paragraph (c): | |
| Radio or television studio | N | | |
| Medical reference laboratories other than accessory to a medical office | N | "(c) Buildings and structures which are located on property in the Chestnut Street Business District are not limited to the maximum lot coverage requirements of this Section 4.4.2. as specified in Table I, but shall have a maximum floor area ratio of 0.7." | |
| Dental prosthesis laboratories other than accessory to a dental office | N | | |
| Light non-nuisance manufacturing providing that all resulting cinders, dust, flashing, fumes, gases, odors, smoke, noise, vibration, refuse matter, vapor and heat are effectively confined in a building or are disposed in a manner so as not to create a nuisance or hazard to safety or health | N | (e) In Section 4.4. <u>Dimensional Regulations for Business Districts</u> , Subsection 4.4.3. <u>Height Limitation</u> , by deleting the existing second sentence and by substituting in its place the following new second sentence: "Notwithstanding the above, no building or structure which is located on property in the Chestnut Street Business District shall exceed two and one-half (2½) stories, including ground level covered or enclosed parking, no more than two (2) stories of which shall be occupied except for storage, nor shall the same exceed a total height of 35 feet." | |
| <u>ACCESSORY</u> | | | |
| Use of a room or rooms in a single- or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25% of the gross floor area, not in excess of 600 sq.ft., is regularly devoted to such use | N | (f) In Section 4.4. <u>Dimensional Regulations for Business Districts</u> , Subsection 4.4.4. <u>Minimum Front Setback</u> , by adding a new second paragraph as follows: "On both sides of Chestnut Street in the Chestnut Street Business District, there shall be a front setback of twenty (20) feet for all buildings. The landscaping treatment for the setback area shall be consistent with the Chestnut Street Landscape Design Recommendations (April 1988) on file in the office of the Planning Board. No parking shall be allowed in this setback area. Parking shall be on the side or in the back of the building." | |
| Customary home occupation engaged in by a resident of a single- or two-family dwelling which may include carpentry, cooking, preserving, dressmaking, handicrafts, repair of small appliances or other small items and similar activities, provided that (1) not more than one person is regularly employed therein in connection with such operation, (2) there is no exterior storage of material or equipment nor other exterior evidence of variation from the regular residential character of the premises, and (3) there is no advertising and signing and no public display or sale on the premises | N | (g) In Section 4.4. <u>Dimensional Regulations for Business Districts</u> , Subsection 4.4.8. <u>Side and Rear Setbacks Adjoining Residential Districts</u> , by adding a new second paragraph with four subparagraphs as follows: "Where a lot in a Chestnut Street Business District adjoins a residential district, no building or structure for business use shall be placed or constructed within fifty (50) feet of the residential district boundary, and within said strip, the twenty-five (25) feet closest to the district boundary shall be suitably landscaped per specifications outlined below, and there shall be no accessory use. The remaining twenty-five (25) feet may be used for an accessory use not including a building or structure. Where a lot in the Chestnut Street Business District is adjacent to the MBTA commuter railroad right-of-way, the 50-foot buffer requirement shall not apply; however, adjacent to said right-of-way there shall be a 10-foot buffer which shall be suitably landscaped per the specifications outlined below and which shall not be used for any purpose." | |
| The taking of not more than four non-transient boarders or the leasing of not more than two rooms with no provisions for private cooking by a resident family in a single-family dwelling | N | | |
| Cafe or lecture room associated with a private school | N | | |

"(a) Materials - plant materials characterized by dense growth which will form an effective year-round screen shall be planted, or a fence or wall shall be constructed, to form the screen. Where a grill or open-work fence or wall is used it shall be suitable in appearance and materials. Screening may consist of both natural and man-made materials. To the extent practicable, existing trees shall be retained and used to satisfy the provisions of this section."

"(b) Height - screening shall be at least ten (10) feet in height when planted. Height shall be measured from the finished grade."

"(c) Maintenance - all required plant materials shall be maintained by the owner in a healthy condition and whenever necessary replaced with new plant materials to insure continued compliance with screening requirements. All required fences and walls shall be permanently maintained by the owner in good repair and presentable appearance and whenever necessary they shall be repaired or replaced."

"(d) Lighting - all artificial lighting used to illuminate a parking or storage area, maneuvering space or driveway shall be arranged and shielded so as to prevent direct glare from the light source into any public street or private way or onto adjacent property."

(h) In Section 4.4. Dimensional Regulations for Business Districts, by adding a new subsection 4.4.9. as follows:

"4.4.9. Building Entrances on Chestnut Street. First-floor businesses shall have individual entrances accessed from the exterior of the building, except by Special Permit to be granted by the Planning Board in cases where such requirements would restrict redevelopment of an existing building."

"Building entrances providing access to first and second-floor space shall be available from one or more streets on which the building fronts and, if the building fronts on Chestnut Street, the primary building entrances must be from that street, unless lot configuration makes it impracticable to place all individual entrances on Chestnut Street."

(i) In Section 4.4. Dimensional Regulations for Business Districts, by changing the name of the section so that it shall read:

"Section 4.4. Dimensional Requirements for Business and Chestnut Street Business Districts"

(j) In Section 4.6. Special Conditions, Subsection 4.6.1. Specific Front Setbacks, by deleting paragraph (d).

(k) In Section 7.4. Site Plan Review, Subsection 7.4.2. Definitions, by adding the following two new paragraphs:

"In a Chestnut Street Business District, a MAJOR PROJECT is any construction project which involves: the new construction or reconstruction of any amount of gross floor area; or an increase in gross floor area of 1,000 or more square feet; or any project which results in the creation of 10 or more new off-street parking spaces; or any project which results in any new curb- or driveway-cut."

"In a Chestnut Street Business District, a MINOR PROJECT is any construction project which involves an increase in gross floor area of less than 1,000 square feet - and the project cannot be defined as a Major Project."

(l) In Section 7.7. Design Review, Subsection 7.7.2. Design Review Board, Subsection 7.7.2.2. Authority and Specific Powers, by adding the name "Chestnut Street Business District" in the first sentence of the second paragraph, so that it shall read as follows (new language underlined):

"The Design Review Board shall review permit applications for all new structures and outdoor uses, exterior additions, exterior alterations and exterior changes in all areas zoned as a Business District, Chestnut Street Business District, Industrial District, Industrial-1 District, Industrial Park District or Institutional District (excluding single- and two-family uses), which require a building permit under the Massachusetts State Building Code -- but which are not related to projects previously reviewed as "Major" or "Minor Projects" under Site Plan Review."

or take any other action relative thereto.

MOVED: That the Town amend the Zoning By-Law by establishing a new district, Chestnut Street Business District, and more specifically as follows:

(a) in Section 2.1. Classes of Districts, by inserting the name of a new district, "Chestnut Street Business," in the list between the names of two existing districts, "Business" and "Industrial", so that the complete section shall read as follows:

"2.1. Classes of Districts:

| | |
|-------|------------------------------|
| FP | Flood Plain |
| RRC | Rural Residence-Conservation |
| SRA | Single Residence A |
| SRB | Single Residence B |
| GR | General Residence |
| A-1 | Apartment A-1 |
| A-2 | Apartment A-2 |
| A-3 | Apartment A-3 |
| I | Institutional |
| B | Business |
| CSB | Chestnut Street Business |
| IND | Industrial |
| IND-1 | Industrial - 1 |
| IND-P | Industrial Park |
| AP | Aquifer Protection" |

(b) in Section 3. Use Regulations, Subsection 3.1. Basic Requirements, by adding the following new sentence between the first sentence, which ends with the line "N (No) - Use Prohibited," and the last sentence:

"In addition, no building or structure shall be erected, altered or used and no premises shall be used for any purpose or in any manner in the Chestnut Street Business District other than as regulated by Section 3.1.2. and as permitted and set forth in Section 3.2.1."

- (c) In Section 3. Use Regulations, Subsection 3.2. Schedule of Use Regulations, by adding the following new subsection:

"3.2.1. Uses in the Chestnut Street Business District. The following schedule of use regulations shall apply in a Chestnut Street Business District:

| | |
|------------|------------|
| <u>USE</u> | <u>CSB</u> |
|------------|------------|

AGRICULTURE

| | |
|--|---|
| Farm, greenhouse, nursery, truck garden, provided the property contains a minimum of two and one-half (2½) acres | N |
|--|---|

| | |
|--|---|
| Salesroom or stand for agricultural and horticultural products provided all products sold are grown or produced on the premises of the farm, greenhouse, nursery or truck garden, provided the subject contains a minimum of two and one-half (2½) acres | N |
|--|---|

| | |
|---|---|
| Sale during the Christmas season at a nursery or greenhouse of cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises | N |
|---|---|

PUBLIC, SEMI-PUBLIC & INSTITUTIONAL

| | |
|--|---|
| Church or other place of worship, parish house, rectory, convent and other religious institution | Y |
|--|---|

| | |
|--|---|
| School - public, religious, sectarian or denominational Public library and museum and philanthropic institution | Y |
|--|---|

| | |
|--|---|
| Public park and playground and municipal structure | Y |
|--|---|

| | |
|--------------------------|----|
| Public passenger station | SP |
|--------------------------|----|

| | |
|--|----|
| Private school, nursery, kindergarten or child care center | SP |
|--|----|

| | |
|--|----|
| Convalescent or nursing home, hospital | SP |
|--|----|

| | |
|----------|---|
| Cemetery | N |
|----------|---|

| | |
|--|----|
| Private club not conducted as a business | SP |
|--|----|

RESIDENCE

| | |
|--|---|
| Single family detached dwelling PRD (see 4.2.5) RC (see 4.2.6) | N |
|--|---|

| | |
|------------------------------|---|
| Two-family detached dwelling | N |
|------------------------------|---|

| | |
|---|---|
| Conversion of a single-family dwelling to a two-family dwelling | N |
|---|---|

| | |
|--|----|
| Apartment or multi-family dwelling (allowed on second floor only); consistent with density requirements for A-1 Apartment District | SP |
|--|----|

| | |
|---|---|
| The use of an owner-occupied structure for shared elderly housing for up to six elderly occupants (age 60 or over); provided, (1) that such structure so used shall not be subdivided into separate apartments, (2) that occupancies therein by non-owners occupants shall be pursuant to an agreement specifying a term of occupancy of not less than one year, (3) that at any time there shall be in the Town no more than fifty structures for which permits have been issued under authority of this section, (4) that no more than 20 percent of such structures shall be located in any one precinct of the Town, and (5) that the number of structures for which permits are granted hereunder in any one year shall not exceed five. | N |
|---|---|

| | |
|--|---|
| Boarding house with no arrangements of any description for private cooking or housekeeping | N |
|--|---|

INSTITUTIONAL

| | |
|---|---|
| Dormitory for a school with no provisions for private cooking or housekeeping | N |
|---|---|

BUSINESS

| | |
|--|---|
| Retail sales, excluding grocery store, and not including the outdoor display of goods nor the outdoor storage or display of motor vehicles | Y |
|--|---|

| | |
|---|---|
| Retail trade or shop for custom work or the making of articles or goods to be sold at retail on the premises. | Y |
|---|---|

| | |
|---|---|
| Manufacturing clearly incidental and accessory to a retail use on the same premises and the product is customarily sold on the premises | Y |
|---|---|

| | |
|-------|---|
| Banks | Y |
|-------|---|

| | |
|---------------------------------------|---|
| Offices for consumer sales or service | Y |
|---------------------------------------|---|

| | |
|---|---|
| Craft, consumer or commercial service establishment providing goods and/or services at retail | Y |
|---|---|

| | |
|---|---|
| Offices (other than those listed above) | Y |
|---|---|

| | |
|---|----|
| Theatres and indoor moving picture shows; pool and billiard rooms | SP |
|---|----|

| | |
|---------------------------------------|---|
| Electronic game and amusement arcades | N |
|---------------------------------------|---|

| | |
|---|----|
| Automobile service station, excluding repair services | SP |
|---|----|

| | | | |
|---|----|---|---|
| Commercial garage for the storage or repair of vehicles; gasoline and oil filling station; trucking terminal, truck rental agency and similar material hauling enterprise; the parking of vehicles involved in rubbish disposal or oil delivery; and the private parking of vehicles for compensation | N | <u>MANUFACTURING</u> | |
| | | Wholesale distribution facilities or storage in an enclosed structure, excluding the storage of flammable liquids, gas or explosives | N |
| | | Industrial services, for example, machine shop, plumbing, electrical or carpentry shop or similar service | N |
| Laundry; coin-operated or self-service laundry or dry-cleaning establishment | SP | Welding shop | N |
| | | Stone cutting, shaping, or finishing in an enclosed building | N |
| Lumber or fuel establishment; contractor's, stone mason's, junk or salvage yard | N | Autobody or auto paint shop, provided that all work is carried out inside the building | N |
| Airport, heliport, landing strip or area for any type of aircraft | N | Outside truck service for repair for others including body work | N |
| Hotel or motel | N | Food processing primarily for wholesale use | N |
| Restaurant serving meals for consumption on the premises and at tables with service provided by waitress or waiter | SP | Bottling plant | N |
| | | Equipment rental service | N |
| Take-out operation accessory to the above | SP | Garment manufacturing | N |
| Take-out food counter as an accessory to a food retail or other non-consumptive retail establishment | SP | Laboratory or place where scientific experimental research is conducted not including genetic or biological research laboratory | N |
| | | Genetic biological research | N |
| Retail sales of ice cream, frozen yogurt and similar products for consumption on or off the premises | SP | Radio or television studio | N |
| | | Medical reference laboratories other than accessory to a medical office | N |
| Take-out establishment primarily engaged in the dispensing of prepared foods to persons carrying food and beverage away for preparation and consumption elsewhere | N | Dental prosthesis laboratories other than accessory to a dental office | N |
| Fast-food establishment offer-over-the-counter sale of on/off premises prepared food or beverages primarily intended for immediate consumption and prepared in such a manner to be readily eaten from easily disposed containers | N | Light non-nuisance manufacturing providing that all resulting cinders, dust, flashing, fumes, gases, odors, smoke, noise, vibration, refuse matter, vapor and heat are effectively confined in a building or are disposed in a manner so as not to create a nuisance or hazard to safety or health | N |
| Veterinary Office and/or treatment facility, but excluding the boarding of animals | SP | <u>ACCESSORY</u> | |
| Medical Clinic | SP | Use of a room or rooms in a single- or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25% of the gross floor area, not in excess of 600 sq.ft., is regularly devoted to such use | N |
| Outdoor parking in conjunction with the sale or leasing of new or used vehicles on applications filed after September 28, 1978 | N | | |
| Grocery Store | Y | | |

Customary home occupation engaged in by a resident of a single- or two-family dwelling which may include carpentry, cooking, preserving, dressmaking, handicrafts, repair of small appliances or other small items and similar activities, provided that (1) not more than one person is regularly employed therein in connection with such operation, (2) there is no exterior storage of material or equipment nor other exterior evidence of variation from the regular residential character of the premises, and (3) there is no advertising and signing and no public display or sale on the premises

N

The taking of not more than four non-transient boarders or the leasing of not more than two rooms with no provisions for private cooking by a resident family in a single-family dwelling

N

Cafe or lecture room associated with a private school

N

Research laboratory or statistical office associated with a private school, including printing, binding and electrotyping as incidental uses

N

Other accessory uses incidental to lawful principal uses

SP

(d) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.2. Maximum Lot Coverage, by adding the following new paragraph (c):

"(c) Buildings and structures which are located on property in the Chestnut Street Business District are not limited to the maximum lot coverage requirements of this Section 4.4.2. as specified in Table I, but shall have a maximum floor area ratio of 0.7."

(e) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.3. Height Limitation, by deleting the existing second sentence and by substituting in its place the following new second sentence:

"Notwithstanding the above, no building or structure which is located on property in the Chestnut Street Business District shall exceed two and one-half (2½) stories, including ground level covered or enclosed parking, no more than two (2) stories of which shall be occupied except for storage, nor shall the same exceed a total height of 35 feet."

(f) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.4. Minimum Front Setback, by adding a new second paragraph as follows:

"On both sides of Chestnut Street in the Chestnut Street Business District, there shall be a front setback of twenty (20) feet for all buildings. The landscaping treatment for the setback area shall be consistent with the Chestnut Street Landscape Design Recommendations (April 1988) on file in the office of the Planning Board. No parking shall be allowed in this setback area. Parking shall be on the side or in the back of the building."

(g) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.8. Side and Rear Setbacks Adjoining Residential Districts, by adding a new second paragraph with four subparagraphs as follows:

"Where a lot in a Chestnut Street Business District adjoins a residential district, no building or structure for business use shall be placed or constructed within fifty (50) feet of the residential district boundary, and within said strip, the twenty-five (25) feet closest to the district boundary shall be suitably landscaped per specifications outlined below, and there shall be no accessory use. The remaining twenty-five (25) feet may be used for an accessory use not including a building or structure. Where a lot in the Chestnut Street Business District is adjacent to the MBTA commuter railroad right-of-way, the 50-foot buffer requirement shall not apply; however, adjacent to said right-of-way there shall be a 10-foot buffer which shall be suitably landscaped per the specifications outlined below and which shall not be used for any purpose."

"(a) Materials - plant materials characterized by dense growth which will form an effective year-round screen shall be planted, or a fence or wall shall be constructed, to form the screen. Where a grill or open-work fence or wall is used it shall be suitable in appearance and materials. Screening may consist of both natural and man-made materials. To the extent practicable, existing trees shall be retained and used to satisfy the provisions of this section."

"(b) Height - screening shall be at least ten (10) feet in height when planted. Height shall be measured from the finished grade."

"(c) Maintenance - all required plant materials shall be maintained by the owner in a healthy condition and whenever necessary replaced with new plant materials to insure continued compliance with screening requirements. All required fences and walls shall be permanently maintained by the owner in good repair and presentable appearance and whenever necessary they shall be repaired or replaced."

"(d) Lighting - all artificial lighting used to illuminate a parking or storage area, maneuvering space or driveway shall be arranged and shielded so as to prevent direct glare from the light source into any public street or private way or onto adjacent property."

(h) In Section 4.4. Dimensional Regulations for Business Districts, by adding a new subsection 4.4.9. as follows:

"4.4.9. Building Entrances on Chestnut Street. First-floor businesses shall have individual entrances accessed from the exterior of the building, except by Special Permit to be granted by the Planning Board in cases where such requirements would restrict redevelopment of an existing building."

"Building entrances providing access to first and second-floor space shall be available from one or more streets on which the building fronts and, if the building fronts on Chestnut Street, the primary building entrances must be from that street, unless lot configuration makes it impracticable to place all individual entrances on Chestnut Street."

- (i) In Section 4.4. Dimensional Regulations for Business Districts, by changing the name of the section so that it shall read:

"Section 4.4. Dimensional Requirements for Business and Chestnut Street Business Districts"

- (j) In Section 4.6. Special Conditions, Subsection 4.6.1. Specific Front Setbacks, by deleting paragraph (d).
- (k) In Section 7.4. Site Plan Review, Subsection 7.4.2. Definitions, by adding the following two new paragraphs:

"In a Chestnut Street Business District, a MAJOR PROJECT is any construction project which involves: the new construction or reconstruction of any amount of gross floor area; or an increase in gross floor area of 1,000 or more square feet; or any project which results in the creation of 10 or more new off-street parking spaces; or any project which results in any new curb- or driveway-cut."

"In a Chestnut Street Business District, a MINOR PROJECT is any construction project which involves an increase in gross floor area of less than 1,000 square feet - and the project cannot be defined as a Major Project."

- (l) In Section 7.7. Design Review, Subsection 7.7.2. Design Review Board, Subsection 7.7.2.2. Authority and Specific Powers, by adding the name "Chestnut Street Business District" in the first sentence of the second paragraph, so that it shall read as follows (new language underlined):

"The Design Review Board shall review permit applications for all new structures and outdoor uses, exterior additions, exterior alterations and exterior changes in all areas zoned as a Business District, Chestnut Street Business District, Industrial District, Industrial-1 District, Industrial Park District or Institutional District (excluding single- and two-family uses), which require a building permit under the Massachusetts State Building Code -- but which are not related to projects previously reviewed as "Major" or "Minor Projects" under Site Plan Review."

A motion to discuss Articles 9, 10, 11 and 12 together and vote on separately was offered by Mr. Stanley R. Tippet. The motion was presented and carried unanimously by voice vote.

Mrs. Joanne Hull Roth, member, addressed this article on behalf of the Planning Board. She advised that a Master Plan Needham Center Task Force was created in 1987 to protect the integrity of the residential neighborhood and enhance the business district. The result of this Task Force is the presentation of Articles 9, 10, 11 and 12.

Also speaking in favor of these articles were Susan M. Glazer and Alan R. Fryer, members of the Task Force, and Paul Killeen, member of the Planning Board.

Mr. Gerald R. Browne expressed concern that the business use for fast-food establishments under this article is prohibited. Mrs. Lois Sockol also expressed concern that the business use for take-out establishments was prohibited.

A motion to amend was offered by Mr. Gerald R. Browne to strike the letter "N" under the business use section beginning with the words "take-out establishment..." and replace with the letters "SP".

A second motion to amend was offered by Mr. Gerald R. Browne to strike the letter "N" under the business use section beginning with the words "Fast-food establishment..." and replace with the letters "SP".

After a brief discussion a motion to move the previous question on the main motion and the motions to amend was offered by Mr. Lee B. Manning. The motion was presented and carried by voice vote.

Mr. Browne's first motion to amend was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented, but it failed to pass by voice vote. Mr. Browne requested a hand count and was joined by more than seven (7) Town Meeting Members. The motion was again presented and carried by a count of hands. The hand count was Yes 113 - No 104.

Mr. Browne's second motion to amend was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 130 - No 87.

ACTION: The main motion, as amended, was presented and carried by a count of hands. The hand count was Yes 205 - No 8.

VOTED: That the Town amend the Zoning By-Law by establishing a new district, Chestnut Street Business District, and more specifically as follows:

- (a) in Section 2.1. Classes of Districts, by inserting the name of a new district, "Chestnut Street Business," in the list between the names of two existing districts, "Business" and "Industrial", so that the complete section shall read as follows:

"2.1. Classes of Districts:

| | |
|-------|------------------------------|
| FP | Flood Plain |
| RRC | Rural Residence-Conservation |
| SRA | Single Residence A |
| SRB | Single Residence B |
| GR | General Residence |
| A-1 | Apartment A-1 |
| A-2 | Apartment A-2 |
| A-3 | Apartment A-3 |
| I | Institutional |
| B | Business |
| CSB | Chestnut Street Business |
| IND | Industrial |
| IND-1 | Industrial - 1 |
| IND-P | Industrial Park |
| AP | Aquifer Protection" |

- (b) in Section 3. Use Regulations, Subsection 3.1. Basic Requirements, by adding the following new sentence between the first sentence, which ends with the line "N (No) - Use Prohibited," and the last sentence:

"In addition, no building or structure shall be erected, altered or used and no premises shall be used for any purpose or in any manner in the Chestnut Street Business District other than as regulated by Section 3.1.2. and as permitted and set forth in Section 3.2.1."

- (c) In Section 3. Use Regulations, Subsection 3.2. Schedule of Use Regulations, by adding the following new subsection:

"3.2.1. Uses in the Chestnut Street Business District. The following schedule of use regulations shall apply in a Chestnut Street Business District:

USE

CSB

AGRICULTURE

Farm, greenhouse, nursery, truck garden, provided the property contains a minimum of two and one-half (2½) acres

| | | | |
|---|----|---|----|
| Salesroom or stand for agricultural and horticultural products provided all products sold are grown or produced on the premises of the farm, greenhouse, nursery or truck garden, provided the subject contains a minimum of two and one-half (2½) acres | N | of such structures shall be located in any one precinct of the Town, and (5) that the number of structures for which permits are granted hereunder in any one year shall not exceed five. | |
| Sale during the Christmas season at a nursery or greenhouse of cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises | N | Boarding house with no arrangements of any description for private cooking or housekeeping | N |
| <u>PUBLIC, SEMI-PUBLIC & INSTITUTIONAL</u> | | <u>INSTITUTIONAL</u> | |
| Church or other place of worship, parish house, rectory, convent and other religious institution | Y | Dormitory for a school with no provisions for private cooking or housekeeping | N |
| School - public, religious, sectarian or denominational | Y | <u>BUSINESS</u> | |
| Public library and museum and philanthropic institution | Y | Retail sales, excluding grocery store, and not including the outdoor display of goods nor the outdoor storage or display of motor vehicles | Y |
| Public park and playground and municipal structure | Y | Retail trade or shop for custom work or the making of articles or goods to be sold at retail on the premises. | Y |
| Public passenger station | SP | Manufacturing clearly incidental and accessory to a retail use on the same premises and the product is customarily sold on the premises | Y |
| Private school, nursery, kindergarten or child care center | SP | Banks | Y |
| Convalescent or nursing home, hospital | SP | Offices for consumer sales or service | Y |
| Cemetery | N | Craft, consumer or commercial service establishment providing goods and/or services at retail | Y |
| Private club not conducted as a business | SP | Offices (other than those listed above) | Y |
| <u>RESIDENCE</u> | | Theatres and indoor moving picture shows; pool and billiard rooms | SP |
| Single family detached dwelling PRD (see 4.2.5) RC (see 4.2.6) | N | Electronic game and amusement arcades | N |
| Two-family detached dwelling | N | Automobile service station, excluding repair services | SP |
| Conversion of a single-family dwelling to a two-family dwelling | N | Commercial garage for the storage or repair of vehicles; gasoline and oil filling station; trucking terminal, truck rental agency and similar material hauling enterprise; the parking of vehicles involved in rubbish disposal or oil delivery; and the private parking of vehicles for compensation | N |
| Apartment or multi-family dwelling (allowed on second floor only); consistent with density requirements for A-1 Apartment District | SP | Laundry; coin-operated or self-service laundry or dry-cleaning establishment | SP |
| The use of an owner-occupied structure for shared elderly housing for up to six elderly occupants (age 60 or over); provided, (1) that such structure so used shall not be subdivided into separate apartments, (2) that occupancies therein by non-owners occupants shall be pursuant to an agreement specifying a term of occupancy of not less than one year, (3) that at any time there shall be in the Town no more than fifty structures for which permits have been issued under authority of this section, (4) that no more than 20 percent | N | Lumber or fuel establishment; contractor's, stone mason's, junk or salvage yard | N |

| | | | |
|--|----|---|---|
| Airport, heliport, landing strip or area for any type of aircraft | N | Food processing primarily for wholesale use | N |
| Hotel or motel | N | Bottling plant | N |
| Restaurant serving meals for consumption on the premises and at tables with service provided by waitress or waiter | SP | Equipment rental service | N |
| Take-out operation accessory to the above | SP | Garment manufacturing | N |
| Take-out food counter as an accessory to a food retail or other non-consumptive retail establishment | SP | Laboratory or place where scientific experimental research is conducted not including genetic or biological research laboratory | N |
| Retail sales of ice cream, frozen yogurt and similar products for consumption on or off the premises | SP | Genetic biological research | N |
| Take-out establishment primarily engaged in the dispensing of prepared foods to persons carrying food and beverage away for preparation and consumption elsewhere | SP | Radio or television studio | N |
| Fast-food establishment offer-over-the-counter sale of on/off premises prepared food or beverages primarily intended for immediate consumption and prepared in such a manner to be readily eaten from easily disposed containers | SP | Medical reference laboratories other than accessory to a medical office | N |
| Veterinary Office and/or treatment facility, but excluding the boarding of animals | SP | Dental prosthesis laboratories other than accessory to a dental office | N |
| Medical Clinic | SP | Light non-nuisance manufacturing providing that all resulting cinders, dust, flashing, fumes, gases, odors, smoke, noise, vibration, refuse matter, vapor and heat are effectively confined in a building or are disposed in a manner so as not to create a nuisance or hazard to safety or health | N |
| Outdoor parking in conjunction with the sale or leasing of new or used vehicles on applications filed after September 28, 1978 | N | <u>ACCESSORY</u> | |
| Grocery Store | Y | Use of a room or rooms in a single- or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25% of the gross floor area, not in excess of 600 sq.ft., is regularly devoted to such use | N |
| <u>MANUFACTURING</u> | | Customary home occupation engaged in by a resident of a single- or two-family dwelling which may include carpentry, cooking, preserving, dressmaking, handicrafts, repair of small appliances or other small items and similar activities, provided that (1) not more than one person is regularly employed therein in connection with such operation, (2) there is no exterior storage of material or equipment nor other exterior evidence of variation from the regular residential character of the premises, and (3) there is no advertising and signing and no public display or sale on the premises | N |
| Wholesale distribution facilities or storage in an enclosed structure, excluding the storage of flammable liquids, gas or explosives | N | | |
| Industrial services, for example, machine shop, plumbing, electrical or carpentry shop or similar service | N | | |
| Welding shop | N | | |
| Stone cutting, shaping, or finishing in an enclosed building | N | | |
| Autobody or auto paint shop, provided that all work is carried out inside the building | N | The taking of not more than four non-transient boarders or the leasing of not more than two rooms with no provisions for private cooking by a resident family in a single-family dwelling | N |
| Outside truck service for repair for others including body work | N | | |

Cafe or lecture room associated with a private school N

Research laboratory or statistical office associated with a private school, including printing, binding and electrotyping as incidental uses N

Other accessory uses incidental to lawful principal uses SP

- (d) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.2. Maximum Lot Coverage, by adding the following new paragraph (c):

"(c) Buildings and structures which are located on property in the Chestnut Street Business District are not limited to the maximum lot coverage requirements of this Section 4.4.2. as specified in Table I, but shall have a maximum floor area ratio of 0.7."

- (e) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.3. Height Limitation, by deleting the existing second sentence and by substituting in its place the following new second sentence:

"Notwithstanding the above, no building or structure which is located on property in the Chestnut Street Business District shall exceed two and one-half (2½) stories, including ground level covered or enclosed parking, no more than two (2) stories of which shall be occupied except for storage, nor shall the same exceed a total height of 35 feet."

- (f) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.4. Minimum Front Setback, by adding a new second paragraph as follows:

"On both sides of Chestnut Street in the Chestnut Street Business District, there shall be a front setback of twenty (20) feet for all buildings. The landscaping treatment for the setback area shall be consistent with the Chestnut Street Landscape Design Recommendations (April 1988) on file in the office of the Planning Board. No parking shall be allowed in this setback area. Parking shall be on the side or in the back of the building."

- (g) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.8. Side and Rear Setbacks Adjoining Residential Districts, by adding a new second paragraph with four subparagraphs as follows:

"Where a lot in a Chestnut Street Business District adjoins a residential district, no building or structure for business use shall be placed or constructed within fifty (50) feet of the residential district boundary, and within said strip, the twenty-five (25) feet closest to the district boundary shall be suitably landscaped per specifications outlined below, and there shall be no accessory use. The remaining twenty-five (25) feet may be used for an accessory use not including a building or structure. Where a lot in the Chestnut Street Business District is adjacent to the MBTA commuter railroad right-of-way, the 50-foot buffer requirement shall not apply; however, adjacent to said right-of-way there shall be a 10-foot buffer which shall be suitably landscaped per the specifications outlined below and which shall not be used for any purpose."

"(a) Materials - plant materials characterized by dense growth which will form an effective year-round screen shall be planted, or a fence or wall shall be constructed, to form the screen. Where a grill or open-work fence or

wall is used it shall be suitable in appearance and materials. Screening may consist of both natural and man-made materials. To the extent practicable, existing trees shall be retained and used to satisfy the provisions of this section."

"(b) Height - screening shall be at least ten (10) feet in height when planted. Height shall be measured from the finished grade."

"(c) Maintenance - all required plant materials shall be maintained by the owner in a healthy condition and whenever necessary replaced with new plant materials to insure continued compliance with screening requirements. All required fences and walls shall be permanently maintained by the owner in good repair and presentable appearance and whenever necessary they shall be repaired or replaced."

"(d) Lighting - all artificial lighting used to illuminate a parking or storage area, maneuvering space or driveway shall be arranged and shielded so as to prevent direct glare from the light source into any public street or private way or onto adjacent property."

- (h) In Section 4.4. Dimensional Regulations for Business Districts, by adding a new subsection 4.4.9. as follows:

"4.4.9. Building Entrances on Chestnut Street. First-floor businesses shall have individual entrances accessed from the exterior of the building, except by Special Permit to be granted by the Planning Board in cases where such requirements would restrict redevelopment of an existing building."

"Building entrances providing access to first and second-floor space shall be available from one or more streets on which the building fronts and, if the building fronts on Chestnut Street, the primary building entrances must be from that street, unless lot configuration makes it impracticable to place all individual entrances on Chestnut Street."

- (i) In Section 4.4. Dimensional Regulations for Business Districts, by changing the name of the section so that it shall read:

"Section 4.4. Dimensional Requirements for Business and Chestnut Street Business Districts"

- (j) In Section 4.6. Special Conditions, Subsection 4.6.1. Specific Front Setbacks, by deleting paragraph (d).

- (k) In Section 7.4. Site Plan Review, Subsection 7.4.2. Definitions, by adding the following two new paragraphs:

"In a Chestnut Street Business District, a MAJOR PROJECT is any construction project which involves: the new construction or reconstruction of any amount of gross floor area; or an increase in gross floor area of 1,000 or more square feet; or any project which results in the creation of 10 or more new off-street parking spaces; or any project which results in any new curb- or driveway-cut."

"In a Chestnut Street Business District, a MINOR PROJECT is any construction project which involves an increase in gross floor area of less than 1,000 square feet - and the project cannot be defined as a Major Project."

- (l) In Section 7.7. Design Review, Subsection 7.7.2. Design Review Board, Subsection 7.7.2.2. Authority and Specific Powers, by adding the name "Chestnut Street Business District" in the first sentence of the second paragraph, so that it shall read as follows (new language underlined):

"The Design Review Board shall review permit applications for all new structures and outdoor uses, exterior additions, exterior alterations and exterior changes in all areas zoned as a Business District, Chestnut Street Business District, Industrial District, Industrial-1 District, Industrial Park District or Institutional District (excluding single- and two-family uses), which require a building permit under the Massachusetts State Building Code -- but which are not related to projects previously reviewed as "Major" or "Minor Projects" under Site Plan Review."

ARTICLE 10

To see if the Town will vote to amend the Zoning Map of the Zoning By-Law by changing from a Business District to a Chestnut Street Business District two certain areas bounded and described as follows:

- (a) "Beginning at a point on the boundary line between the existing Business District and a Single Residence B District, where said boundary line coincides with the intersection of the centerlines of School Street and Chestnut Street; then running northerly along the centerline of Chestnut Street to a point where it intersects with the centerline of Keith Place; then running westerly along the centerline of Keith Place to a point where it intersects with the centerline of the right-of-way of the MBTA commuter railroad line, said right-of-way centerline being the boundary line between the existing Business District and an Industrial District; then running southerly along said boundary line between the existing Business District and a General Residence District; then running southeasterly along said boundary line between the existing Business District and a Single Residence B District; then running northerly, easterly, northerly, easterly, northerly, westerly, northerly, westerly, northerly, westerly and northerly along said zoning boundary line to a point where it coincides with the boundary line between the existing Business District and a General Residence District; then running northerly, westerly and northerly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a Single Residence B District, which is coincidental with the centerline of School Street; then running westerly along said street centerline to the beginning point."
- (b) "Beginning at a point on the boundary line between the existing Business District and a Single Residence B District, where said boundary line coincides with the intersection of the centerlines of May Street and Garden Street; then running southerly, southwesterly and southeasterly along said zoning boundary line, which coincides with the centerline of Garden Street, to a point where it intersects with the centerline of Eaton Square; then running easterly, southeasterly and southerly along the centerline of Eaton Square to a point where it intersects with a line drawn perpendicular from the southernmost point of Parcel 17, Assessors' Plan 51; then running easterly along said perpendicular drawn line to a point where it intersects with the centerline of the right-of-way of the MBTA commuter railroad line; then running northerly along said right-of-way centerline to a point where it intersects with the centerline of May Street, said street centerline being the boundary line between the existing Business District and a Single Residence B District; then running westerly along said zoning boundary line to the beginning point."

The two geographical areas described above are also shown on a map kept on file in the Planning Board office; or take any other action relative thereto.

MOVED: That the Town amend the Zoning Map of the Zoning By-Law by changing from a Business District to a Chestnut Street Business District two certain areas bounded and described as follows:

- (a) "Beginning at a point on the boundary line between the existing Business District and a Single Residence B District, where said boundary line coincides with the intersection of the centerlines of School Street and Chestnut Street; then running northerly along the centerline of Chestnut Street to a point where it intersects with the centerline of Keith Place; then running westerly along the centerline of Keith Place to a point where it intersects with the centerline of the right-of-way of the MBTA commuter railroad line, said right-of-way centerline being the boundary line between the existing Business District and an Industrial District; then running southerly along said boundary line between the existing Business District and a General Residence District; then running southeasterly along said boundary line between the existing Business District and a Single Residence B District; then running northerly, easterly, northerly, easterly, northerly, westerly, northerly, westerly, northerly, westerly and northerly along said zoning boundary line to a point where it coincides with the boundary line between the existing Business District and a General Residence District; then running northerly, westerly and northerly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a Single Residence B District, which is coincidental with the centerline of School Street; then running westerly along said street centerline to the beginning point."
- (b) "Beginning at a point on the boundary line between the existing Business District and a Single Residence B District, where said boundary line coincides with the intersection of the centerlines of May Street and Garden Street; then running southerly, southwesterly and southeasterly along said zoning boundary line, which coincides with the centerline of Garden Street, to a point where it intersects with the centerline of Eaton Square; then running easterly, southeasterly and southerly along the centerline of Eaton Square to a point where it intersects with a line drawn perpendicular from the southernmost point of Parcel 17, Assessors' Plan 51; then running easterly along said perpendicular drawn line to a point where it intersects with the centerline of the right-of-way of the MBTA commuter railroad line; then running northerly along said right-of-way centerline to a point where it intersects with the centerline of May Street, said street centerline being the boundary line between the existing Business District and a Single Residence B District; then running westerly along said zoning boundary line to the beginning point."

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 11

To see if the Town will vote to amend the Zoning By-Law by establishing a new district, Center Business District, and more specifically as follows:

- (a) in Section 2.1. Classes of Districts, by inserting the name of a new district, "Center Business," in the list between the names of two existing districts, "Business" and "Industrial", so that the complete section shall read as follows:

"2.1. Classes of Districts:

| | |
|-------|------------------------------|
| FP | Flood Plain |
| RRC | Rural Residence-Conservation |
| SRA | Single Residence A |
| SRB | Single Residence B |
| GR | General Residence |
| A-1 | Apartment A-1 |
| A-2 | Apartment A-2 |
| A-3 | Apartment A-3 |
| I | Institutional |
| B | Business |
| CB | Center Business |
| IND | Industrial |
| IND-1 | Industrial - 1 |
| IND-P | Industrial Park |
| AP | Aquifer Protection" |

Private school, nursery, kindergarten or child care center SP

Convalescent or nursing home, hospital SP

Cemetery N

Private club not conducted as a business SP

RESIDENCE

Single-family detached dwelling PRD (see 4.2.5)
RC (see 4.2.6) N

Two-family detached dwelling N

Conversion of a single-family dwelling to a two-family dwelling N

Apartment or multi-family dwelling (allowed on second floor only); consistent with density requirements for A-1 Apartment District Y

(b) in Section 3. Use Regulations, Subsection 3.1. Basic Requirements, by adding the following new sentence between the first sentence, which ends with the line "N (No) - Use Prohibited", and the last sentence:

"In addition, no building or structure shall be erected, altered or used and no premises shall be used for any purpose or in any manner in the Center Business District other than as regulated by Section 3.1.2. and as permitted and set forth in Section 3.2.1."

(c) In Section 3. Use Regulations, Subsection 3.2. Schedule of Use Regulations, by adding the following new subsection:

"3.2.1. Uses in the Center Business District. The following schedule of use regulations shall apply in the Center Business District:

| | |
|------------|-----------|
| <u>USE</u> | <u>CB</u> |
|------------|-----------|

AGRICULTURE

| | |
|--|---|
| Farm, greenhouse, nursery, truck garden, provided the property contains a minimum of two and one-half (2½) acres | N |
|--|---|

| | |
|--|---|
| Salesroom or stand for agricultural and horticultural products provided all products sold are grown or produced on the premises of the farm, greenhouse, nursery or truck garden, provided the subject contains a minimum of two and one-half (2½) acres | N |
|--|---|

| | |
|---|---|
| Sale during the Christmas season at a nursery or greenhouse of cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises | N |
|---|---|

PUBLIC, SEMI-PUBLIC & INSTITUTIONAL

| | |
|--|---|
| Church or other place of worship, parish house, rectory, convent and other religious institution | Y |
|--|---|

| | |
|--|---|
| School - public, religious, sectarian or denominational Public library and museum and philanthropic institution | Y |
|--|---|

| | |
|--|---|
| Public park and playground and municipal structure | Y |
|--|---|

| | |
|--------------------------|----|
| Public passenger station | SP |
|--------------------------|----|

The use of an owner-occupied structure for shared elderly housing for up to six elderly occupants (age 60 or over); provided, (1) that such structure so used shall not be subdivided into separate apartments, (2) that occupancies therein by non-owners occupants shall be pursuant to an agreement specifying a term of occupancy of not less than one year, (3) that at any time there shall be in the Town no more than fifty structures for which permits have been issued under authority of this section, (4) that no more than 20 percent of such structures shall be located in any one precinct of the Town, and (5) that the number of structures for which permits are granted hereunder in any one year shall not exceed five. N

Boarding house with no arrangements of any description for private cooking or housekeeping N

INSTITUTIONAL

Dormitory for a school with no provisions for private cooking or housekeeping N

BUSINESS

Retail sales, excluding grocery store, and not including the outdoor display of goods nor the outdoor storage or display of motor vehicles Y

Retail trade or shop for custom work or the making of articles or goods to be sold at retail on the premises. Y

| | | | |
|---|----|--|----|
| Manufacturing clearly incidental and accessory to a retail use on the same premises and the product is customarily sold on the premises | Y | Fast-food establishment offer-over-the-counter sale of on/off premises prepared food or beverages primarily intended for immediate consumption and prepared in such a manner to be readily eaten from easily disposed containers | N |
| Banks | Y | | |
| Offices for consumer sales or service | Y | Veterinary Office and/or treatment facility, but excluding the boarding of animals | SP |
| Craft, consumer or commercial service establishment providing goods and/or services at retail | Y | Medical clinic | SP |
| Offices (other than those listed above) | Y* | Outdoor parking in conjunction with the sale or leasing of new or used vehicles on applications filed after September 28, 1978 | N |
| Theatres and indoor moving picture shows; pool and billiard rooms | SP | Grocery Store | Y* |
| Electronic game and amusement arcades | N | <u>MANUFACTURING</u> | |
| Automobile service station, excluding repair services | N | Wholesale distribution facilities or storage in an enclosed structure, excluding the storage of flammable liquids, gas or explosives | N |
| Commercial garage for the storage or repair of vehicles; gasoline and oil filling station; trucking terminal, truck rental agency and similar material hauling enterprise; the parking of vehicles involved in rubbish disposal or oil delivery; and the private parking of vehicles for compensation | N | Industrial services, for example, machine shop, plumbing, electrical or carpentry shop or similar service | N |
| Laundry; coin-operated or self-service laundry or dry-cleaning establishment; car wash | SP | Welding shop | N |
| Lumber or fuel establishment; contractor's, stone mason's, junk or salvage yard | N | Stone cutting, shaping, or finishing in an enclosed building | N |
| Airport, heliport, landing strip or area for any type of aircraft | N | Autobody or auto paint shop, provided that all work is carried out inside the building | N |
| Hotel or motel | N | Outside truck service for repair for others including body work | N |
| Restaurant serving meals for consumption on the premises and at tables with service provided by waitress or waiter | SP | Food processing primarily for wholesale use | N |
| Take-out operation accessory to the above | SP | Bottling plant | N |
| Take-out food counter as an accessory to a food retail or other non-consumptive retail establishment | SP | Equipment rental service | N |
| Retail sales of ice cream, frozen yogurt and similar products for consumption on or off the premises | SP | Garment manufacturing | N |
| Take-out establishment primarily engaged in the dispensing of prepared foods to persons carrying food and beverage away for preparation and consumption elsewhere | N | Laboratory or place where scientific experimental research is conducted not including genetic or biological research laboratory | N |
| | | Genetic biological research | N |
| | | Radio or television studio | N |
| | | Medical reference laboratories other than accessory to a medical office | N |
| | | Dental prosthesis laboratories other than accessory to a dental office | N |

* On second floor only

* Under 1,000 square feet of gross floor area

Light non-nuisance manufacturing providing that all resulting cinders, dust, flashing, fumes, gases, odors, smoke, noise, vibration, refuse matter, vapor and heat are effectively confined in a building or are disposed in a manner so as not to create a nuisance or hazard to safety or health

N

ACCESSORY

Use of a room or rooms in a single- or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25% of the gross floor area, not in excess of 600 sq.ft. is regularly devoted to such use

N

Customary home occupation engaged in by a resident of a single- or two-family dwelling which may include carpentry, cooking, preserving, dressmaking, handicrafts, repair of small appliances or other small items and similar activities, provided that (1) not more than one person is regularly employed therein in connection with such operation, (2) there is no exterior storage of material or equipment nor other exterior evidence of variation from the regular residential character of the premises, and (3) there is no advertising and signing and no public display or sale on the premises

N

The taking of not more than four non-transient boarders or the leasing of not more than two rooms with no provisions for private cooking by a resident family in a single-family dwelling

N

Cafe or lecture room associated with a private school

N

Research laboratory or statistical office associated with a private school, including printing, binding and electrotyping as incidental uses

N

Other accessory uses incidental to lawful principal uses

SP

(d) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.2. Maximum Lot Coverage, by deleting the existing paragraph (b) and by substituting in its place the following new paragraph (b):

"(b) Buildings and structures which are located on property in the Center Business District are not limited to the maximum lot coverage requirements of this Section 4.4.2. as specified in Table I, but shall have a maximum floor area ratio of 1.0 or the floor area ratio in existence on January 1, 1990, whichever is greater. (See also Section 4.4.5.)"

(e) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.3. Height Limitation, by deleting the existing first sentence and by substituting in its place the following new first sentence (new language underlined):

"In a Business District, the limit of height of a building or structure shall be three (3) stories not to exceed forty (40) feet, provided that in no event shall any building contain more than three floors used for occupancy; in the Center Business District, the limit of height of a building or structure shall be two and one-half (2½) stories not to exceed thirty-five (35) feet, provided that in no event shall any building contain more than two floors used for occupancy other than storage."

(f) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.4. Minimum Front Setback, by adding a new third paragraph as follows:

"In the Center Business District, there shall be a front setback of three (3) feet or a setback consistent with the average of the setbacks of the two adjacent buildings, whichever is smaller."

(g) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.5. Driveway Openings, by adding the following three new paragraphs:

"In the Center Business District, where access to the rear of a parcel is available from a public way, private way, common driveway, alley way or parking area, no driveway requiring the crossing of a public sidewalk or that requires a new curb cut on Chestnut Street, Highland Avenue, Great Plain Avenue or Chapel Street shall be allowed."

"In the Center Business District, where access to the rear of a parcel is not available as described above, vehicular access for parking and loading areas shall be from shared or common access driveways, rather than from individual driveways at each parcel. In the Center Business District, the Planning Board acting as a special permit granting authority may issue a Special Permit that increases the maximum floor area ratio of a specified parcel to 1.2, where the use of a shared access or driveway eliminates the need for providing an individual driveway on that parcel."

"In that portion of a lot contained within the required front setback, there may be constructed not more than one (1) driveway for every one hundred (100) feet or less of frontage on each way in the Center Business District. Driveways shall be located so as to minimize conflict with traffic on streets and where good visibility and sight distances are available to observe approaching pedestrian and vehicular traffic. Driveways shall be located a minimum of fifty (50) feet from the property line at the nearest street intersection in the Center Business District. The width of a driveway for one-way traffic shall be a minimum of twelve (12) feet and a maximum of eighteen (18) feet, as measured at its narrowest point. A Special Permit granted by the Planning Board shall be required for one-way driveways over twelve (12) feet in width in the Center Business District. The width of a driveway for two-way traffic shall be a minimum of eighteen (18) feet and a maximum of twenty-five (25) feet, as measured at its narrowest point."

(h) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.6 Enclosed Parking, by adding new second and third paragraphs as follows:

"In the Center Business District, enclosed parking shall be entirely below the grade of adjoining streets measured at their respective center lines. Access to the enclosed parking shall be from the rear of the building. If provided, enclosed parking shall not be visible from the street. The placement of parking underground shall not raise the first non-parking floor of a structure above grade."

"Municipal parking facilities in the Center Business District shall be exempt from this provision."

"Building entrances providing access to first and second-floor space shall be located on one or more streets on which the building fronts and, if the building fronts on Chestnut Street, Highland Avenue, Great Plain Avenue or Chapel Street, the primary building entrances must be located on those streets."

- (i) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.8. Side and Rear Setbacks Adjoining Residential Districts, by adding a new third paragraph with four subparagraphs as follows:

"Where a lot in a Center Business District adjoins a residential district, no building or structure for business use shall be placed or constructed within fifty (50) feet of the residential district boundary, and within said strip, the twenty-five (25) feet closest to the district boundary shall be suitably landscaped per specifications outlined below, and there shall be no accessory use. The remaining twenty-five (25) feet may be used for an accessory use not including a building or structure."

"(a) Materials - plant materials characterized by dense growth which will form an effective year-round screen shall be planted, or a fence or wall shall be constructed, to form the screen. Where a grill or open-work fence or wall is used it shall be suitable in appearance and materials. Screening may consist of both natural and man-made materials. To the extent practicable, existing trees shall be retained and used to satisfy the provisions of this section."

"(b) Height - screening shall be at least ten (10) feet in height when planted. Height shall be measured from the finished grade."

"(c) Maintenance - all required plant materials shall be maintained by the owner in a healthy condition and whenever necessary replaced with new plant materials to insure continued compliance with screening requirements. All required fences and walls shall be permanently maintained by the owner in good repair and presentable appearance and whenever necessary they shall be repaired or replaced."

"(d) Lighting - all artificial lighting used to illuminate a parking or storage area, maneuvering space or driveway shall be arranged and shielded so as to prevent direct glare from the light source into any public street or private way or onto adjacent property."

- (j) In Section 4.4. Dimensional Regulations for Business Districts, by adding a new subsection 4.4.10. as follows:

"4.4.10. Building Entrances in the Center Business District. First-floor businesses shall have individual entrances accessed from the street, except by Special Permit to be granted by the Planning Board in cases where such requirements would restrict redevelopment of an existing building."

- (k) In Section 4.4. Dimensional Regulations for Business Districts, by adding a new subsection 4.4.11. as follows:

"4.4.11. Driveways for the purpose of providing drive-through customer service shall not be allowed in the Center Business District."

- (l) In Section 4.4. Dimensional Regulations for Business Districts, by changing the name of the section so that it shall read:

"Section 4.4. Dimensional Regulations for Business, Chestnut Street Business and Center Business Districts."

- (m) In Section 4.6. Special Conditions, Subsection 4.6.1. Specific Front Setbacks, by deleting paragraph (d).

- (n) In Section 5.1. Off-Street Parking Requirements, Subsection 5.1.1. Applicability, by changing the designation of the existing subsection 5.1.1.6. Applicability for Parking Areas, to subsection 5.1.1.7. and by adding the following new subsection 5.1.1.6:

"5.1.1.6. Special Permit in the Center Business District. In the Center Business District (CBD) the Planning Board acting as a special permit granting authority may issue a Special Permit waiving all or a lesser number of the off-street parking spaces required under Section 5.1.2., if a proposed project satisfies the following conditions:

- Replaces or substantially improves an existing building or site;
- Promotes the goal of preserving and enhancing the CBD as a pedestrian-oriented local shopping and business district;
- Incorporates the recommendations of the Design Review Board; and
- Demonstrates that it is providing the maximum number of off-street parking spaces practicable."

- (o) In Section 7.4. Site Plan Review, Subsection 7.4.2. Definitions, by adding the following two new paragraphs:

"In the Center Business District, a MAJOR PROJECT is any construction project which creates or adds gross floor area, or which changes an exterior facade."

- (p) In Section 7.6. Planning Board, Subsection 7.6.1. Special Permit Granting Authority, by adding the following underlined language to the first sentence, so that it shall read as follows (new language underlined):

"The Planning Board shall act as a Special Permit Granting Authority only where so designated in Sections 4.2.4., 4.2.5., 4.2.6., 4.4.5., 4.4.9., 4.4.10., 5.1.1.6., and 7.4. of this By-Law."

- (q) In Section 7.7. Design Review, Subsection 7.7.2. Design Review Board, Subsection 7.7.2.2. Authority and Specific Powers, by adding the name "Center Business District" in the first sentence of the second paragraph, so that it shall read as follows (new language underlined):

"The Design Review Board shall review permit applications for all new structures and outdoor uses, exterior additions, exterior alterations and exterior changes in all areas zoned as a Business District, Industrial District, Industrial-1 District, Center Business District, Industrial Park District or Institutional District (excluding single and two-family uses), which require a building permit under the Massachusetts State Building Code -- but which are not related to projects previously reviewed as "Major" or "Minor Projects" under Site Plan Review.

or take any other action relative thereto.

MOVED: That the Town amend the Zoning By-Law by establishing a new district, Center Business District, and more specifically as follows:

- (a) in Section 2.1. Classes of Districts, by inserting the name of a new district, "Center Business," in the list between the names of two existing districts, "Business" and "Industrial", so that the complete section shall read as follows:

"2.1. Classes of Districts:

| | |
|-------|------------------------------|
| FP | Flood Plain |
| RRC | Rural Residence-Conservation |
| SRA | Single Residence A |
| SRB | Single Residence B |
| GR | General Residence |
| A-1 | Apartment A-1 |
| A-2 | Apartment A-2 |
| A-3 | Apartment A-3 |
| I | Institutional |
| B | Business |
| CB | Center Business |
| IND | Industrial |
| IND-1 | Industrial - 1 |
| IND-P | Industrial Park |
| AP | Aquifer Protection" |

- (b) in Section 3. Use Regulations, Subsection 3.1. Basic Requirements, by adding the following new sentence between the first sentence, which ends with the line "N (No) - Use Prohibited", and the last sentence:

"In addition, no building or structure shall be erected, altered or used and no premises shall be used for any purpose or in any manner in the Center Business District other than as regulated by Section 3.1.2. and as permitted and set forth in Section 3.2.1."

- (c) In Section 3. Use Regulations, Subsection 3.2. Schedule of Use Regulations, by adding the following new subsection:

"3.2.1. Uses in the Center Business District. The following schedule of use regulations shall apply in the Center Business District:

USE

CB

AGRICULTURE

Farm, greenhouse, nursery, truck garden, provided the property contains a minimum of two and one-half (2½) acres

N

Salesroom or stand for agricultural and horticultural products provided all products sold are grown grown or produced on the premises of the farm, greenhouse, nursery or truck garden, provided the subject contains a minimum of two and one-half (2½) acres

N

Sale during the Christmas season at a nursery or greenhouse of cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises

N

PUBLIC, SEMI-PUBLIC & INSTITUTIONAL

Church or other place of worship, parish house, rectory, convent and other religious institution

Y

School - public, religious, sectarian or denominational Public library and museum and philanthropic institution

Y

Public park and playground and municipal structure

Y

Public passenger station

SP

Private school, nursery, kindergarten or child care center

SP

Convalescent or nursing home, hospital

SP

Cemetery

N

Private club not conducted as a business

SP

RESIDENCE

Single-family detached dwelling
PRD (see 4.2.5)
RC (see 4.2.6)

N

Two-family detached dwelling

N

Conversion of a single-family dwelling to a two-family dwelling

N

Apartment or multi-family dwelling (allowed on second floor only); consistent with density requirements for A-1 Apartment District

Y

The use of an owner-occupied structure for shared elderly housing for up to six elderly occupants (age 60 or over); provided, (1) that such structure so used shall not be subdivided into separate apartments, (2) that occupancies therein by non-owners occupants shall be pursuant to an agreement specifying a term of occupancy of not less than one year, (3) that at any time there shall be in the Town no more than fifty structures for which permits have been issued under authority of this section, (4) that no more than 20 percent

N

of such structures shall be located in any one precinct of the Town, and (5) that the number of structures for which permits are granted hereunder in any one year shall not exceed five.

Boarding house with no arrangements of any description for private cooking or housekeeping

N

INSTITUTIONAL

Dormitory for a school with no provisions for private cooking or housekeeping

N

BUSINESS

Retail sales, excluding grocery store, and not including the outdoor display of goods nor the outdoor storage or display of motor vehicles

Y

Retail trade or shop for custom work or the making of articles or goods to be sold at retail on the premises.

Y

Manufacturing clearly incidental and accessory to a retail use on the same premises and the product is customarily sold on the premises

Y

Banks

Y

Offices for consumer sales or service

Y

Craft, consumer or commercial service establishment providing goods and/or services at retail

Y

Offices (other than those listed above)

Y*

Theatres and indoor moving picture shows; pool and billiard rooms

SP

Electronic game and amusement arcades

N

Automobile service station, excluding repair services

N

Commercial garage for the storage or repair of vehicles; gasoline and oil filling station; trucking terminal, truck rental agency and similar material hauling enterprise; the parking of vehicles involved in rubbish disposal or oil delivery; and the private parking of vehicles for compensation

N

Laundry; coin-operated or self-service laundry or dry-cleaning establishment

SP

Lumber or fuel establishment; contractor's, stone mason's, junk or salvage yard

N

Airport, heliport, landing strip or area for any type of aircraft

N

Hotel or motel

N

Restaurant serving meals for consumption on the premises and at tables with service provided by waitress or waiter

SP

Take-out operation accessory to the above

SP

Take-out food counter as an accessory to a food retail or other non-consumptive retail establishment

SP

Retail sales of ice cream, frozen yogurt and similar products for consumption on or off the premises

SP

Take-out establishment primarily engaged in the dispensing of prepared foods to persons carrying food and beverage away for preparation and consumption elsewhere

N

Fast-food establishment offer-over-the-counter sale of on/off premises prepared food or beverages primarily intended for immediate consumption and prepared in such a manner to be readily eaten from easily disposed containers

N

Veterinary Office and/or treatment facility, but excluding the boarding of animals

SP

Medical clinic

SP

Outdoor parking in conjunction with the sale or leasing of new or used vehicles on applications filed after September 28, 1978

N

Grocery Store

Y*

MANUFACTURING

Wholesale distribution facilities or storage in an enclosed structure, excluding the storage of flammable liquids, gas or explosives

N

Industrial services, for example, machine shop, plumbing, electrical or carpentry shop or similar service

N

Welding shop

N

Stone cutting, shaping, or finishing in an enclosed building

N

Autobody or auto paint shop, provided that all work is carried out inside the building

N

* On second floor only

* Under 1,000 square feet of gross floor area

| | | | |
|---|---|--|----|
| Outside truck service for repair for others including body work | N | The taking of not more than four non-transient boarders or the leasing of not more than two rooms with no provisions for private cooking by a resident family in a single-family dwelling | N |
| Food processing primarily for wholesale use | N | | |
| Bottling plant | N | | |
| Equipment rental service | N | Cafe or lecture room associated with a private school | N |
| Garment manufacturing | N | Research laboratory or statistical office associated with a private school, including printing, binding and electrotyping as incidental uses | N |
| Laboratory or place where scientific experimental research is conducted not including genetic or biological research laboratory | N | Other accessory uses incidental to lawful principal uses | SP |
| Genetic biological research | N | (d) In Section 4.4. <u>Dimensional Regulations for Business Districts</u> , Subsection 4.4.2. <u>Maximum Lot Coverage</u> , by deleting the existing paragraph (b) and by substituting in its place the following new paragraph (b): | |
| Radio or television studio | N | "(b) Buildings and structures which are located on property in the Center Business District are not limited to the maximum lot coverage requirements of this Section 4.4.2. as specified in Table I, but shall have a maximum floor area ratio of 1.0 or the floor area ratio in existence on January 1, 1990, whichever is greater. (See also Section 4.4.5.)" | |
| Medical reference laboratories other than accessory to a medical office | N | (e) In Section 4.4. <u>Dimensional Regulations for Business Districts</u> , Subsection 4.4.3. <u>Height Limitation</u> , by deleting the existing first sentence and by substituting in its place the following new first sentence (new language underlined): | |
| Dental prosthesis laboratories other than accessory to a dental office | N | " <u>In a Business District</u> , the limit of height of a building or structure shall be three (3) stories not to exceed forty (40) feet, provided that in no event shall any building contain more than three floors used for occupancy; <u>in the Center Business District, the limit of height of a building or structure shall be two and one-half (2½) stories not to exceed thirty-five (35) feet, provided that in no event shall any building contain more than two floors used for occupancy other than storage.</u> " | |
| Light non-nuisance manufacturing providing that all resulting cinders, dust, flashing, fumes, gases, odors, smoke, noise, vibration, refuse matter, vapor and heat are effectively confined in a building or are disposed in a manner so as not to create a nuisance or hazard to safety or health | N | (f) In Section 4.4. <u>Dimensional Regulations for Business Districts</u> , Subsection 4.4.4. <u>Minimum Front Setback</u> , by adding a new third paragraph as follows: | |
| ACCESSORY | | In the Center Business District, there shall be a front setback of three (3) feet or a setback consistent with the average of the setbacks of the two adjacent buildings, whichever is smaller." | |
| Use of a room or rooms in a single- or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25% of the gross floor area, not in excess of 600 sq.ft. is regularly devoted to such use | N | (g) In Section 4.4. <u>Dimensional Regulations for Business Districts</u> , Subsection 4.4.5. <u>Driveway Openings</u> , by adding the following three new paragraphs: | |
| Customary home occupation engaged in by a resident of a single- or two-family dwelling which may include carpentry, cooking, preserving, dressmaking, handicrafts, repair of small appliances or other small items and similar activities, provided that (1) not more than one person is regularly employed therein in connection with such operation, (2) there is no exterior storage of material or equipment nor other exterior evidence of variation from the regular residential character of the premises, and (3) there is no advertising and signing and no public display or sale on the premises | N | "In the Center Business District, where access to the rear of a parcel is available from a public way, private way, common driveway, alley way or parking area, no driveway requiring the crossing of a public sidewalk or that requires a new curb cut on Chestnut Street, Highland Avenue, Great Plain Avenue or Chapel Street shall be allowed." | |
| | | "In the Center Business District, where access to the rear of a parcel is not available as described above, vehicular access for parking and loading areas shall be from shared or common access driveways, rather than from individual driveways at each parcel. In the Center Business District, the Planning Board | |

acting as a special permit granting authority may issue a Special Permit that increases the maximum floor area ratio of a specified parcel to 1.2, where the use of a shared access or driveway eliminates the need for providing an individual driveway on that parcel."

"In that portion of a lot contained within the required front setback, there may be constructed not more than one (1) driveway for every one hundred (100) feet or less of frontage on each way in the Center Business District. Driveways shall be located so as to minimize conflict with traffic on streets and where good visibility and sight distances are available to observe approaching pedestrian and vehicular traffic. Driveways shall be located a minimum of fifty (50) feet from the property line at the nearest street intersection in the Center Business District. The width of a driveway for one-way traffic shall be a minimum of twelve (12) feet and a maximum of eighteen (18) feet, as measured at its narrowest point. A Special Permit granted by the Planning Board shall be required for one-way driveways over twelve (12) feet in width in the Center Business District. The width of a driveway for two-way traffic shall be a minimum of eighteen (18) feet and a maximum of twenty-five (25) feet, as measured at its narrowest point."

- (h) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.6 Enclosed Parking, by adding new second and third paragraphs as follows:

"In the Center Business District, enclosed parking shall be entirely below the grade of adjoining streets measured at their respective center lines. Access to the enclosed parking shall be from the rear of the building. If provided, enclosed parking shall not be visible from the street. The placement of parking underground shall not raise the first non-parking floor of a structure above grade."

"Municipal parking facilities in the Center Business District shall be exempt from this provision."

- (i) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.8. Side and Rear Setbacks Adjoining Residential Districts, by adding a new third paragraph with four subparagraphs as follows:

"Where a lot in a Center Business District adjoins a residential district, no building or structure for business use shall be placed or constructed within fifty (50) feet of the residential district boundary, and within said strip, the twenty-five (25) feet closest to the district boundary shall be suitably landscaped per specifications outlined below, and there shall be no accessory use. The remaining twenty-five (25) feet may be used for an accessory use not including a building or structure."

- "(a) Materials - plant materials characterized by dense growth which will form an effective year-round screen shall be planted, or a fence or wall shall be constructed, to form the screen. Where a grill or open-work fence or wall is used it shall be suitable in appearance and materials. Screening may consist of both natural and man-made materials. To the extent practicable, existing trees shall be retained and used to satisfy the provisions of this section."

- "(b) Height - screening shall be at least ten (10) feet in height when planted. Height shall be measured from the finished grade."

- "(c) Maintenance - all required plant materials shall be maintained by the owner in a healthy condition and whenever necessary replaced with new plant materials to insure continued compliance with screening requirements. All required fences and walls shall be permanently maintained by the owner in good repair and presentable appearance and whenever necessary they shall be repaired or replaced."

- "(d) Lighting - all artificial lighting used to illuminate a parking or storage area, maneuvering space or driveway shall be arranged and shielded so as to prevent direct glare from the light source into any public street or private way or onto adjacent property."

- (j) In Section 4.4. Dimensional Regulations for Business Districts, by adding a new subsection 4.4.10. as follows:

"4.4.10. Building Entrances in the Center Business District. First-floor businesses shall have individual entrances accessed from the street, except by Special Permit to be granted by the Planning Board in cases where such requirements would restrict redevelopment of an existing building."

"Building entrances providing access to first and second-floor space shall be located on one or more streets on which the building fronts and, if the building fronts on Chestnut Street, Highland Avenue, Great Plain Avenue or Chapel Street, the primary building entrances must be located on those streets."

- (k) In Section 4.4. Dimensional Regulations for Business Districts, by adding a new subsection 4.4.11. as follows:

"4.4.11. Driveways for the purpose of providing drive-through customer service shall not be allowed in the Center Business District."

- (l) In Section 4.4. Dimensional Regulations for Business Districts, by changing the name of the section so that it shall read:

"Section 4.4. Dimensional Regulations for Business, Chestnut Street Business and Center Business Districts."

- (m) In Section 4.6. Special Conditions, Subsection 4.6.1. Specific Front Setbacks, by deleting paragraph (d).

- (n) In Section 5.1. Off-Street Parking Requirements, Subsection 5.1.1. Applicability, by changing the designation of the existing subsection 5.1.1.6. Applicability for Parking Areas, to subsection 5.1.1.7. and by adding the following new subsection 5.1.1.6:

"5.1.1.6. Special Permit in the Center Business District. In the Center Business District (CBD) the Planning Board acting as a special permit granting authority may issue a Special Permit waiving all or a lesser number of the off-street parking spaces required under Section 5.1.2., if a proposed project satisfies the following conditions:

- Replaces or substantially improves an existing building or site;

- Promotes the goal of preserving and enhancing the CBD as a pedestrian-oriented local shopping and business district;
- Incorporates the recommendations of the Design Review Board; and
- Demonstrates that it is providing the maximum number of off-street parking spaces practicable."

(c) In Section 7.4. Site Plan Review, Subsection 7.4.2. Definitions, by adding the following two new paragraphs:

"In the Center Business District, a MAJOR PROJECT is any construction project which creates or adds gross floor area, or which changes an exterior facade."

(p) In Section 7.6. Planning Board, Subsection 7.6.1. Special Permit Granting Authority, by adding the following underlined language to the first sentence, so that it shall read as follows (new language underlined):

"The Planning Board shall act as a Special Permit Granting Authority only where so designated in Sections 4.2.4., 4.2.5., 4.2.6., 4.4.5., 4.4.9., 4.4.10., 5.1.1.6., and 7.4. of this By-Law."

(q) In Section 7.7. Design Review, Subsection 7.7.2. Design Review Board, Subsection 7.7.2.2. Authority and Specific Powers, by adding the name "Center Business District" in the first sentence of the second paragraph, so that it shall read as follows (new language underlined):

"The Design Review Board shall review permit applications for all new structures and outdoor uses, exterior additions, exterior alterations and exterior changes in all areas zoned as a Business District, Industrial District, Industrial-1 District, Center Business District, Industrial Park District or Institutional District (excluding single and two-family uses), which require a building permit under the Massachusetts State Building Code -- but which are not related to projects previously reviewed as "Major" or "Minor Projects" under Site Plan Review.

In response to several inquiries from Mr. Richard B. Weitzen, Mr. Paul Killeen explained that the distinction between the two districts is that one is more urban in nature and the other is more suburban in nature. In addition, apartments were considered in both districts because mixed use is increasing in popularity. And last, in the opinion of Mr. Killeen, the regulations under the new districts will improve the appearance and fits in with the area.

A motion to amend to separate the paragraph under business use entitled "Theatres and indoor moving picture shows; pool and billiard rooms" so that it would read "Theatres and indoor moving picture shows - Y" and "Pool and billiard rooms - SP" was offered by Mr. Richard B. Weitzen.

A motion to amend under Section 2.1 Classes of Districts to add the words "CSB Chestnut Street Business" after the words "CB Center Business" was offered by Mr. John H. Cogswell.

A motion to amend the portion under business use beginning with the words "Take-out food counter..." by striking the letter "N" and replacing it with the letters "SP" was offered by Mr. Daniel P. Matthews.

A motion to amend the portion under residence use beginning with the words "The use of an owner-occupied..." by striking the letter "N" and replacing it with the letters "SP" was offered by Mrs. Diane Perry Matthews.

A motion to amend the portion under residence use beginning with the words "Apartment or multi-family..." by striking the letter "Y" and replacing it with the letters "SP" was offered by Mr. Thomas M. Harkins.

A motion to amend the portion under business use entitled "Office (other than those listed above)" by striking the letter "Y*" and replacing it with the letter "Y" and by striking the words "*On second floor only" at the bottom of the page was offered by Mrs. Ann DerMarderosian.

After a brief discussion, a motion to move the previous questions as to the main motion and all motions to amend was offered by Mr. Lee B. Manning. The motion was presented and carried by voice vote.

Mr. Cogswell's motion to amend was presented and carried unanimously by voice vote.

Mr. Harkin's motion to amend was presented, but the Moderator was in doubt as to the voice vote. The motion was presented again and the Moderator was still in doubt. The motion was presented for the third time and carried by a count of hands. The hand count was Yes 145 - No 65.

Mrs. Matthew's motion to amend was presented, but it failed to pass by voice vote.

Mrs. DerMarderosian's motion to amend was presented, but it failed to pass by voice vote.

Mr. Weitzen's motion to amend was presented, but it failed to pass by voice vote.

Mr. Matthew's motion to amend was presented, but it failed to pass by voice vote.

ACTION: The main motion, as amended, was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 210 - No 3.

VOTED: That the Town amend the Zoning By-Law by establishing a new district, Center Business District, and more specifically as follows:

(a) in Section 2.1. Classes of Districts, by inserting the name of a new district, "Center Business," in the list between the names of two existing districts, "Business" and "Industrial", so that the complete section shall read as follows:

"2.1. Classes of Districts:

| | |
|-------|------------------------------|
| FP | Flood Plain |
| RRC | Rural Residence-Conservation |
| SRA | Single Residence A |
| SRB | Single Residence B |
| GR | General Residence |
| A-1 | Apartment A-1 |
| A-2 | Apartment A-2 |
| A-3 | Apartment A-3 |
| I | Institutional |
| B | Business |
| CB | Center Business |
| CSB | Chestnut Street Business |
| IND | Industrial |
| IND-1 | Industrial - 1 |
| IND-P | Industrial Park |
| AP | Aquifer Protection" |

(b) in Section 3. Use Regulations, Subsection 3.1. Basic Requirements, by adding the following new sentence between the first sentence, which ends with the line "N (No) - Use Prohibited", and the last sentence:

"In addition, no building or structure shall be erected, altered or used and no premises shall be used for any purpose or in any manner in the Center Business District other than as regulated by Section 3.1.2. and as permitted and set forth in Section 3.2.1."

(c) In Section 3. Use Regulations, Subsection 3.2. Schedule of Use Regulations, by adding the following new subsection:

"3.2.1. Uses in the Center Business District. The following schedule of use regulations shall apply in the Center Business District:

USE

CB

AGRICULTURE

Farm, greenhouse, nursery, truck garden, provided the property contains a minimum of two and one-half (2½) acres

N

Salesroom or stand for agricultural and horticultural products provided all products sold are grown or produced on the premises of the farm, greenhouse, nursery or truck garden, provided the subject contains a minimum of two and one-half (2½) acres

N

Sale during the Christmas season at a nursery or greenhouse of cut Christmas trees and wreaths grown or fabricated elsewhere than on the premises

N

PUBLIC, SEMI-PUBLIC & INSTITUTIONAL

Church or other place of worship, parish house, rectory, convent and other religious institution

Y

School - public, religious, sectarian or denominational
Public library and museum and philanthropic institution

Y

Public park and playground and municipal structure

Y

Public passenger station

SP

Private school, nursery, kindergarten or child care center

SP

Convalescent or nursing home, hospital

SP

Cemetery

N

Private club not conducted as a business

SP

RESIDENCE

Single-family detached dwelling
PRD (see 4.2.5)
RC (see 4.2.6)

N

Two-family detached dwelling

N

Conversion of a single-family dwelling to a two-family dwelling

N

Apartment or multi-family dwelling (allowed on second floor only); consistent with density requirements for A-1 Apartment District

SP

The use of an owner-occupied structure for shared elderly housing for up to six elderly occupants (age 60 or over); provided, (1) that such structure so used shall not be subdivided into separate apartments, (2) that occupancies therein by non-owners occupants shall be pursuant to an agreement specifying a term of occupancy of not less than one year, (3) that at any time there shall be in the Town no more than fifty structures for which permits have been issued under authority of this section, (4) that no more than 20 percent of such structures shall be located in any one precinct of the Town, and (5) that the number of structures for which permits are granted hereunder in any one year shall not exceed five.

N

Boarding house with no arrangements of any description for private cooking or housekeeping

N

INSTITUTIONAL

Dormitory for a school with no provisions for private cooking or housekeeping

N

BUSINESS

Retail sales, excluding grocery store, and not including the outdoor display of goods nor the outdoor storage or display of motor vehicles

Y

Retail trade or shop for custom work or the making of articles or goods to be sold at retail on the premises.

Y

Manufacturing clearly incidental and accessory to a retail use on the same premises and the product is customarily sold on the premises

Y

Banks

Y

Offices for consumer sales or service

Y

Craft, consumer or commercial service establishment providing goods and/or services at retail

Y

Offices (other than those listed above)

Y*

Theatres and indoor moving picture shows; pool and billiard rooms

SP

* On second floor only

| | | | |
|---|----|--|---|
| Electronic game and amusement arcades | N | <u>MANUFACTURING</u> | |
| Automobile service station, excluding repair services | N | Wholesale distribution facilities or storage in an enclosed structure, excluding the storage of flammable liquids, gas or explosives | N |
| Commercial garage for the storage or repair of vehicles; gasoline and oil filling station; trucking terminal, truck rental agency and similar material hauling enterprise; the parking of vehicles involved in rubbish disposal or oil delivery; and the private parking of vehicles for compensation | N | Industrial services, for example, machine shop, plumbing, electrical or carpentry shop or similar service | N |
| Laundry; coin-operated or self-service laundry or dry-cleaning establishment | SP | Welding shop | N |
| Lumber or fuel establishment; contractor's, stone mason's, junk or salvage yard | N | Stone cutting, shaping, or finishing in an enclosed building | N |
| Airport, heliport, landing strip or area for any type of aircraft | N | Autobody or auto paint shop, provided that all work is carried out inside the building | N |
| Hotel or motel | N | Outside truck service for repair for others including body work | N |
| Restaurant serving meals for consumption on the premises and at tables with service provided by waitress or waiter | SP | Food processing primarily for wholesale use | N |
| Take-out operation accessory to the above | SP | Bottling plant | N |
| Take-out food counter as an accessory to a food retail or other non-consumptive retail establishment | SP | Equipment rental service | N |
| Retail sales of ice cream, frozen yogurt and similar products for consumption on or off the premises | SP | Garment manufacturing | N |
| Take-out establishment primarily engaged in the dispensing of prepared foods to persons carrying food and beverage away for preparation and consumption elsewhere | N | Laboratory or place where scientific experimental research is conducted not including genetic or biological research laboratory | N |
| Fast-food establishment offer-over-the-counter sale of on/off premises prepared food or beverages primarily intended for immediate consumption and prepared in such a manner to be readily eaten from easily disposed containers | N | Genetic biological research | N |
| Veterinary Office and/or treatment facility, but excluding the boarding of animals | SP | Radio or television studio | N |
| Medical clinic | SP | Medical reference laboratories other than accessory to a medical office | N |
| Outdoor parking in conjunction with the sale or leasing of new or used vehicles on applications filed after September 28, 1978 | N | Dental prosthesis laboratories other than accessory to a dental office | N |
| Grocery Store | Y* | Light non-nuisance manufacturing providing that all resulting cinders, dust, flashing, fumes, gases, odors, smoke, noise, vibration, refuse matter, vapor and heat are effectively confined in a building or are disposed in a manner so as not to create a nuisance or hazard to safety or health | N |
| | | <u>ACCESSORY</u> | |
| | | Use of a room or rooms in a single- or two-family dwelling as an office or studio by a resident professional person provided not more than one other person is regularly employed therein in connection with such use and that not more than 25% of the gross floor area, not in excess of 600 sq.ft. is regularly devoted to such use | N |

Customary home occupation engaged in by a resident of a single- or two-family dwelling which may include carpentry, cooking, preserving, dressmaking, handicrafts, repair of small appliances or other small items and similar activities, provided that (1) not more than one person is regularly employed therein in connection with such operation, (2) there is no exterior storage of material or equipment nor other exterior evidence of variation from the regular residential character of the premises, and (3) there is no advertising and signing and no public display or sale on the premises

N

The taking of not more than four non-transient boarders or the leasing of not more than two rooms with no provisions for private cooking by a resident family in a single-family dwelling

N

Cafe or lecture room associated with a private school

N

Research laboratory or statistical office associated with a private school, including printing, binding and electrotyping as incidental uses

N

Other accessory uses incidental to lawful principal uses

SP

- (d) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.2. Maximum Lot Coverage, by deleting the existing paragraph (b) and by substituting in its place the following new paragraph (b):

"(b) Buildings and structures which are located on property in the Center Business District are not limited to the maximum lot coverage requirements of this Section 4.4.2. as specified in Table I, but shall have a maximum floor area ratio of 1.0 or the floor area ratio in existence on January 1, 1990, whichever is greater. (See also Section 4.4.5.)"

- (e) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.3. Height Limitation, by deleting the existing first sentence and by substituting in its place the following new first sentence (new language underlined):

"In a Business District, the limit of height of a building or structure shall be three (3) stories not to exceed forty (40) feet, provided that in no event shall any building contain more than three floors used for occupancy; in the Center Business District, the limit of height of a building or structure shall be two and one-half (2½) stories not to exceed thirty-five (35) feet, provided that in no event shall any building contain more than two floors used for occupancy other than storage."

- (f) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.4. Minimum Front Setback, by adding a new third paragraph as follows:

In the Center Business District, there shall be a front setback of three (3) feet or a setback consistent with the average of the setbacks of the two adjacent buildings, whichever is smaller."

- (g) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.5. Driveway Openings, by adding the following three new paragraphs:

"In the Center Business District, where access to the rear of a parcel is available from a public way or private way, common driveway, alley way or parking area, no driveway requiring the crossing of a public sidewalk or that requires a new curb cut on Chestnut Street, Highland Avenue, Great Plain Avenue or Chapel Street shall be allowed."

"In the Center Business District, where access to the rear of a parcel is not available as described above, vehicular access for parking and loading areas shall be from shared or common access driveways, rather than from individual driveways at each parcel. In the Center Business District, the Planning Board acting as a special permit granting authority may issue a Special Permit that increases the maximum floor area ratio of a specified parcel to 1.2, where the use of a shared access or driveway eliminates the need for providing an individual driveway on the parcel."

"In that portion of a lot contained within the required front setback, there may be constructed not more than one (1) driveway for every one hundred (100) feet or less of frontage on each way in the Center Business District. Driveways shall be located so as to minimize conflict with traffic on streets and where good visibility and sight distances are available to observe approaching pedestrian and vehicular traffic. Driveways shall be located a minimum of fifty (50) feet from the property line at the nearest street intersection in the Center Business District. The width of a driveway for one-way traffic shall be a minimum of twelve (12) feet and maximum of eighteen (18) feet, as measured at its narrowest point. A Special Permit granted by the Planning Board shall be required for one-way driveways over twelve (12) feet in width in the Center Business District. The width of a driveway for two-way traffic shall be a minimum of eighteen (18) feet and a maximum of twenty-five (25) feet, measured at its narrowest point."

- (h) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.6 Enclosed Parking, by adding new second and third paragraphs as follows:

"In the Center Business District, enclosed parking shall be entirely below the grade of adjoining streets measured at their respective center lines. Access to the enclosed parking shall be from the rear of the building. If provided, enclosed parking shall not be visible from the street. The placement of parking underground shall not raise the first non-parking floor of a structure above grade."

"Municipal parking facilities in the Center Business District shall be exempt from this provision."

- (i) In Section 4.4. Dimensional Regulations for Business Districts, Subsection 4.4.8. Side and Rear Setback, Adjoining Residential Districts, by adding a new third paragraph with four subparagraphs as follows:

"Where a lot in a Center Business District adjoins a residential district, no building or structure for business use shall be placed or constructed within fifty (50) feet of the residential district boundary and within said strip, the twenty-five (25) feet closest to the district boundary shall be suitable landscaped per specifications outlined below, and

there shall be no accessory use. The remaining twenty-five (25) feet may be used for an accessory use not including a building or structure."

"(a) Materials - plant materials characterized by dense growth which will form an effective year-round screen shall be planted, or a fence or wall shall be constructed, to form the screen. Where a grill or open-work fence or wall is used it shall be suitable in appearance and materials. Screening may consist of both natural and man-made materials. To the extent practicable, existing trees shall be retained and used to satisfy the provisions of this section."

"(b) Height - screening shall be at least ten (10) feet in height when planted. Height shall be measured from the finished grade."

"(c) Maintenance - all required plant materials shall be maintained by the owner in a healthy condition and whenever necessary replaced with new plant materials to insure continued compliance with screening requirements. All required fences and walls shall be permanently maintained by the owner in good repair and presentable appearance and whenever necessary they shall be repaired or replaced."

"(d) Lighting - all artificial lighting used to illuminate a parking or storage area, maneuvering space or driveway shall be arranged and shielded so as to prevent direct glare from the light source into any public street or private way or onto adjacent property."

(j) In Section 4.4. Dimensional Regulations for Business Districts, by adding a new subsection 4.4.10. as follows:

"4.4.10. Building Entrances in the Center Business District. First-floor businesses shall have individual entrances accessed from the street, except by Special Permit to be granted by the Planning Board in cases where such requirements would restrict redevelopment of an existing building."

"Building entrances providing access to first and second-floor space shall be located on one or more streets on which the building fronts and, if the building fronts on Chestnut Street, Highland Avenue, Great Plain Avenue or Chapel Street, the primary building entrances must be located on those streets."

(k) In Section 4.4. Dimensional Regulations for Business Districts, by adding a new subsection 4.4.11. as follows:

"4.4.11. Driveways for the purpose of providing drive-through customer service shall not be allowed in the Center Business District."

(l) In Section 4.4. Dimensional Regulations for Business Districts, by changing the name of the section so that it shall read:

"Section 4.4. Dimensional Regulations for Business, Chestnut Street Business and Center Business Districts."

(m) In Section 4.6. Special Conditions, Subsection 4.6.1. Specific Front Setbacks, by deleting paragraph (d).

(n) In Section 5.1. Off-Street Parking Requirements, Subsection 5.1.1. Applicability, by changing the designation of the existing subsection 5.1.1.6. Applicability for Parking Areas, to subsection 5.1.1.7. and by adding the following new subsection 5.1.1.6:

"5.1.1.6. Special Permit in the Center Business District. In the Center Business District (CBD) the Planning Board acting as a special permit granting authority may issue a Special Permit waiving all or a lesser number of the off-street parking spaces required under Section 5.1.2., if a proposed project satisfies the following conditions:

- Replaces or substantially improves an existing building or site;
- Promotes the goal of preserving and enhancing the CBD as a pedestrian-oriented local shopping and business district;
- Incorporates the recommendations of the Design Review Board; and
- Demonstrates that it is providing the maximum number of off-street parking spaces practicable."

(o) In Section 7.4. Site Plan Review, Subsection 7.4.2. Definitions, by adding the following new paragraph:

"In the Center Business District, a MAJOR PROJECT is any construction project which creates or adds gross floor area, or which changes an exterior facade."

(p) In Section 7.6. Planning Board, Subsection 7.6.1. Special Permit Granting Authority, by adding the following underlined language to the first sentence, so that it shall read as follows (new language underlined):

"The Planning Board shall act as a Special Permit Granting Authority only where so designated in Sections 4.2.4., 4.2.5., 4.2.6., 4.4.5., 4.4.9., 4.4.10., 5.1.1.6., and 7.4. of this By-Law."

(q) In Section 7.7. Design Review, Subsection 7.7.2. Design Review Board, Subsection 7.7.2.2. Authority and Specific Powers, by adding the name "Center Business District" in the first sentence of the second paragraph, so that it shall read as follows (new language underlined):

"The Design Review Board shall review permit applications for all new structures and outdoor uses, exterior additions, exterior alterations and exterior changes in all areas zoned as a Business District, Industrial District, Industrial-1 District, Center Business District, Industrial Park District or Institutional District (excluding single and two-family uses), which require a building permit under the Massachusetts State Building Code -- but which are not related to projects previously reviewed as "Major" or "Minor Projects" under Site Plan Review.

ARTICLE 12

To see if the Town will vote to amend the Zoning Map of the Zoning By-Law by changing from a Business District to a Center Business District a certain area bounded and described as follows:

"Beginning at a point on the boundary line between the existing Business District and a Single Residence B District, where said boundary line coincides with the intersection of the

centerlines of Great Plain Avenue and Pickering Street; then running northerly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a General Residence District; then running westerly and northerly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a Single Residence B District; then running westerly along said zoning boundary line to a point where it intersects with the centerline of Highland Avenue; then running northerly along said centerline of Highland Avenue to a point where it intersects with the centerline of May Street; then running westerly along said centerline of May Street to a point where it intersects with the centerline of the right-of-way of the MBTA commuter railroad line; then running southerly along said right-of-way centerline to a point where it intersects with a line drawn through the southernmost point of Parcel 17, Assessors' Plan 51 and also drawn perpendicular to the centerline of Eaton Square; then running westerly along said drawn line to a point where it intersects with the centerline of Eaton Square; then running northerly, northwesterly and westerly along said street centerline to a point where it intersects with the centerline of Garden Street; then running southerly along the centerline of Garden Street, which coincides with the boundary line between the existing Business District and a Single Residence B District to a point where said zoning boundary line turns westerly; then running westerly, northerly, westerly, northerly and westerly along said zoning boundary line to a point where it intersects with the centerline of Nehoiden Street; then running southeasterly along said street centerline, which coincides with the boundary line between the existing Business District and a Single Residence B District, to a point where it intersects with the centerline of Great Plain Avenue; then running westerly along said street centerline, which coincides with the boundary line between the existing Business District and a Single Residence B District, to a point where it intersects with the centerline of Linden Street; then running southerly along said street centerline, which coincides with the boundary line between the existing Business District and a Single Residence B District, to a point where said zoning boundary line turns easterly; then running easterly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a General Residence District; then running northerly and easterly along said zoning boundary line to a point where it intersects with the centerline of the right-of-way of the MBTA commuter railroad line, which coincides with the boundary line between the existing Business District and an Industrial District; then running southerly along said right-of-way centerline to a point where it intersects with the extended centerline of Keith Place; then running easterly along said street centerline to a point where it intersects with the centerline of Chestnut Street; then running southerly along said street centerline to a point where it intersects with the boundary line between the existing Business District and a Single Residence B District; then running easterly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a General Residence District; then running northerly along said zoning boundary line to a point where it turns easterly; then running easterly along said zoning boundary line to a point where it intersects with the centerline of Lincoln Street, which coincides with the boundary line between the existing Business District and a General Residence District; then running northerly along said zoning boundary line to a point where it intersects with the centerline of Dedham Avenue, which coincides with the boundary line between the existing Business District and a General Residence District; then running southeasterly along said boundary line to a point where it turns northeasterly; then running northeasterly, southeasterly and northeasterly along said zoning boundary line to a point where it intersects with a boundary line between the existing Business District and a Single Residence B District; then running westerly and northerly along said zoning

boundary line to a point where it intersects with the centerline of Great Plain Avenue, which coincides with the boundary line between the existing Business District and a Single Residence B District; then running westerly along said zoning boundary line to the beginning point."

The geographical area described above is also shown on a map kept on file in the Planning Board office. (It should be noted that the Town Hall and Common property, Parcels 1 and 81 on Assessors' Plan 51, are currently zoned Single Residence B and is therefore not included in the Zoning Map change described under this article.); or take any other action relative thereto.

MOVED: That the Town amend the Zoning Map of the Zoning By-Law by changing from a Business District to a Center Business District a certain area bounded and described as follows:

"Beginning at a point on the boundary line between the existing Business District and a Single Residence B District, where said boundary line coincides with the intersection of the centerlines of Great Plain Avenue and Pickering Street; then running northerly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a General Residence District; then running westerly and northerly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a Single Residence B District; then running westerly along said zoning boundary line to a point where it intersects with the centerline of Highland Avenue; then running northerly along said centerline of Highland Avenue to a point where it intersects with the centerline of May Street; then running westerly along said centerline of May Street to a point where it intersects with the centerline of the right-of-way of the MBTA commuter railroad line; then running southerly along said right-of-way centerline to a point where it intersects with a line drawn through the southernmost point of Parcel 17, Assessors' Plan 51 and also drawn perpendicular to the centerline of Eaton Square; then running westerly along said drawn line to a point where it intersects with the centerline of Eaton Square; then running northerly, northwesterly and westerly along said street centerline to a point where it intersects with the centerline of Garden Street; then running southerly along the centerline of Garden Street, which coincides with the boundary line between the existing Business District and a Single Residence B District to a point where said zoning boundary line turns westerly; then running westerly, northerly, westerly, northerly and westerly along said zoning boundary line to a point where it intersects with the centerline of Nehoiden Street; then running southerly along said street centerline, which coincides with the boundary line between the existing Business District and a Single Residence B District, to a point where it intersects with the centerline of Great Plain Avenue; then running westerly along said street centerline, which coincides with the boundary line between the existing Business District and a Single Residence B District, to a point where it intersects with the centerline of Linden Street; then running southerly along said street centerline, which coincides with the boundary line between the existing Business District and a Single Residence B District, to a point where said zoning boundary line turns easterly; then running easterly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a General Residence District; then running northerly and easterly along said zoning boundary line to a point where it intersects with the centerline of the right-of-way of the MBTA commuter railroad line, which coincides with the boundary line between the existing Business District and an Industrial District; then running southerly along said right-of-way centerline to a point where it intersects with the extended centerline of Keith Place; then running easterly along said street centerline to a point where it intersects with the centerline of Chestnut Street; then running southerly along said street centerline to a point where it intersects with the

boundary line between the existing Business District and a Single Residence B District; then running easterly along said zoning boundary line to a point where it intersects with the boundary line between the existing Business District and a General Residence District; then running northerly along said zoning boundary line to a point where it turns easterly; then running easterly along said zoning boundary line to a point where it intersects with the centerline of Lincoln Street, which coincides with the boundary line between the existing Business District and a General Residence District; then running northerly along said zoning boundary line to a point where it intersects with the centerline of Dedham Avenue, which coincides with the boundary line between the existing Business District and a General Residence District; then running southeasterly along said boundary line to a point where it turns northeasterly; then running northeasterly, southeasterly and northeasterly along said zoning boundary line to a point where it intersects with a boundary line between the existing Business District and a Single Residence B District; then running westerly and northerly along said zoning boundary line to a point where it intersects with the centerline of Great Plain Avenue, which coincides with the boundary line between the existing Business District and a Single Residence B District; then running westerly along said zoning boundary line to the beginning point."

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 13 - was previously adopted unanimously on May 7, 1990.

ARTICLE 14 - was previously adopted by a count of hands on May 7, 1990.

ARTICLE 15

To see if the Town will vote to amend the Zoning By-Law, Section 1.3. Definitions, by adding language to the definition of the word "Coverage", so that it shall read as follows (new language underlined):

"Coverage - that portion of a lot that is covered or occupied by any building or structure; underground buildings or structures devoted solely to parking are exempt from the definition of coverage, if the ground area immediately above said underground building or structure is equal to or no higher than 3 feet above the lowest elevation, as determined by the existing street grade measured at its centerline in front of the underground building or structure, and is devoted to surface parking, landscaping or other elements of off-street parking areas as provided for in Section 5.1. of the Zoning By-Law."

or take any other action relative thereto.

MOVED: That the Town amend the Zoning By-Law, Section 1.3. Definitions, by adding language to the definition of the word "Coverage", so that it shall read as follows (new language underlined):

"Coverage - that portion of a lot that is covered or occupied by any building or structure; underground buildings or structures devoted solely to parking are exempt from the definition of coverage, if the ground area immediately above said underground building or structure is equal to or no higher than 3 feet above the lowest elevation, as determined by the existing street grade measured at its centerline in front of the underground building or structure, and is devoted to surface parking, landscaping or other elements of off-street parking areas as provided for in Section 5.1. of the Zoning By-Law."

Mr. Norman A. Homsy, Member, addressed this article on behalf of the Planning Board.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 16

To see if the Town will vote to amend the Zoning By-Law, Section 7.4. Site Plan Review, Subsection 7.4.4. Procedure, by adding language to paragraph d., so that it shall read as follows (new language underlined)."

"(d) Building elevation, to include penthouses, parapet walls and roof structures; floor plans of each floor; cross and longitudinal views of the proposed structure(s) in relation to proposed site layout";

or take any other action relative thereto.

MOVED: That the Town amend the Zoning By-Law, Section 7.4. Site Plan Review, Subsection 7.4.4. Procedure, by adding language to paragraph d., so that it shall read as follows (new language underlined)."

"(d) Building elevation, to include penthouses, parapet walls and roof structures; floor plans of each floor; cross and longitudinal views of the proposed structure(s) in relation to proposed site layout";

A motion to amend by adding the following language at the end of paragraph (d) was offered by Mr. Stanley R. Tippet: "together with an elevation line to show the relationship to the center of the street."

Mr. David C. Gerber, member, addressed this article on behalf of the Planning Board.

Mr. Tippet's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town amend the Zoning By-Law, Section 7.4. Site Plan Review, Subsection 7.4.4. Procedure, by adding language to paragraph d., so that it shall read as follows (new language underlined)."

"(d) Building elevation, to include penthouses, parapet walls and roof structures; floor plans of each floor; cross and longitudinal views of the proposed structure(s) in relation to proposed site layout, together with an elevation line to show the relationship to the center of the street."

ARTICLE 17

To see if the Town will vote to amend the Zoning By-Law, Section 4.6.4. Dimensional Controls for Exempt Uses, by deleting existing paragraph (b) and by substituting in its place the following:

"(b) The maximum building coverage on any one lot shall not be more than 15% in a Rural Residence - Conservation or Single Residence A District, nor shall it be more than 25% in any other district."

or take any other action relative thereto.

MOVED: That the Town amend the Zoning By-Law, Section 4.6.4. Dimensional Controls for Exempt Uses, by deleting existing paragraph (b) and by substituting in its place the following:

"(b) The maximum building coverage on any one lot shall not be more than 15% in a Rural Residence - Conservation or Single Residence A District, nor shall it be more than 25% in any other district."

Mr. Norman A. Homsy, member, addressed this proposal on behalf of the Planning Board.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 18

To see if the Town will vote to amend the Zoning Map by changing from a Single Residence B District to a Chestnut Street Business District a certain parcel of land, adjoining Chestnut Street on the west, in the Town of Needham, County of Norfolk and Commonwealth of Massachusetts, delineated and shown on plan entitled: "New York, New Haven and Hartford Railroad Office of Engineer - Real Estate Surveys Land in Needham, Massachusetts. To be conveyed to Joseph and Giselda Cucci. Scale 1" = 50', June 1954.", which plan is recorded with Norfolk County Registry of Deeds as PLAN NO. 30 of 1955, in Book 3333, Page 350, and bounded and described according to said plan as follows:

BEGINNING at a point in the westerly line of Chestnut Street, distance 776.28 feet southerly, measured therein, from a stone monument near the northerly line of Cedar Place, and thence running southerly 44.50 feet, bounding easterly on said Chestnut Street, to a point

THENCE RUNNING SOUTHWESTERLY 228.81 feet, bounding southeasterly on remaining railroad land, to a point distant 311.56 feet southeasterly, measured radially, from the monumented base line of the New York, New Haven and Hartford Railroad Company from Needham to West Medway at station 476 + 66.77;

THENCE deflecting to the left and continuing southwesterly 108.53 feet, still bounding southeasterly on remaining railroad land, to a point distant 255.41 feet southeasterly, measured radially, from said base line at station 477 + 51.30;

THENCE running northwesterly 136.06 feet, bounding southwesterly on remaining railroad land, to a point distant 146.10 feet southeasterly, measured radially, from said base line at station 476 + 75.57;

THENCE deflecting to the left and continuing northeasterly 110.10 feet, still bounding southwesterly on remaining railroad land, to a point distant 36 feet southeasterly, measured radially, from said base line at said station 476 + 75.57;

THENCE running northeasterly 374.84 feet in a curve to the left of 2900.93 feet radius, concentric with said base line, bounding northwesterly on remaining railroad land, to a point distant 36 feet southeasterly, measured radially, from said base line at station 473 + 05.40; and

THENCE running southeasterly 487.77 feet in the arc of a curve to the left of 478.68 feet radius, bounding northeasterly on remaining railroad land, to the point of beginning:

CONTAINING 100,470 square feet.

Said area is known and numbered as 433 Chestnut Street and is shown as Parcel 6 on Needham Assessor's Plan No. 45; or take any other action relative thereto.

MOVED: That the Town amend the Zoning Map by changing from a Single Residence B District to a Chestnut Street Business District a certain parcel of land, adjoining Chestnut Street on the west, in the Town of Needham, County of Norfolk and Commonwealth of Massachusetts, delineated and shown on plan entitled: "New York, New Haven and Hartford Railroad Office of Engineer - Real Estate Surveys Land in Needham, Massachusetts. To be conveyed to Joseph and Giselda Cucci. Scale 1" = 50', June 1954.", which plan is recorded with Norfolk County Registry of Deeds as PLAN NO. 30 of 1955, in Book 3333, Page 350, and bounded and described according to said plan as follows:

BEGINNING at a point in the westerly line of Chestnut Street, distance 776.28 feet southerly, measured therein, from a stone monument near the northerly line of Cedar Place, and thence running southerly 44.50 feet, bounding easterly on said Chestnut Street, to a point

THENCE RUNNING SOUTHWESTERLY 228.81 feet, bounding southeasterly on remaining railroad land, to a point distant 311.56 feet southeasterly, measured radially, from the monumented base line of the New York, New Haven and Hartford Railroad Company from Needham to West Medway at station 476 + 66.77;

THENCE deflecting to the left and continuing southwesterly 108.53 feet, still bounding southeasterly on remaining railroad land, to a point distant 255.41 feet southeasterly, measured radially, from said base line at station 477 + 51.30;

THENCE running northwesterly 136.06 feet, bounding southwesterly on remaining railroad land, to a point distant 146.10 feet southeasterly, measured radially, from said base line at station 476 + 75.57;

THENCE deflecting to the left and continuing northeasterly 110.10 feet, still bounding southwesterly on remaining railroad land, to a point distant 36 feet southeasterly, measured radially, from said base line at said station 476 + 75.57;

THENCE running northeasterly 374.84 feet in a curve to the left of 2900.93 feet radius, concentric with said base line, bounding northwesterly on remaining railroad land, to a point distant 36 feet southeasterly, measured radially, from said base line at station 473 + 05.40; and

THENCE running southeasterly 487.77 feet in the arc of a curve to the left of 478.68 feet radius, bounding northeasterly on remaining railroad land, to the point of beginning:

CONTAINING 100,470 square feet.

Said area is known and numbered as 433 Chestnut Street and is shown as Parcel 6 on Needham Assessor's Plan No. 45.

Unanimous consent was given to allow Mr. William Crowe, non-resident, owner of Lowden Landscape located at 433 Chestnut Street, and proponent, to address Town Meeting. Mr. Crowe explained that his request under Article 18 is to place his property at 433 Chestnut Street under the Chestnut Street Business District. While the Planning Board would continue to have jurisdiction over his property, he would like to be able to respond to changing business conditions not under the existing permit.

In response to several inquiries, Mr. Tippet, Chairman, advised that the Planning Board voted 3 to 2 to support Article 18. Mrs. Joanne Hull Roth, Planning Board Member, advised that Lowden Landscape is under a Board of Appeals variance as a business. If Article 18 is approved, Town Meeting is merely placing this property in a business district.

After a brief discussion, Mr. Lee B. Manning moved the previous question. The motion was presented and carried by voice vote.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 149 - No 37.

ARTICLE 19

To see if the Town will vote to amend the Zoning Map by changing from a Single Residence B District to a Business District a certain parcel of land, adjoining Chestnut Street on the west, in the Town of Needham, County of Norfolk and Commonwealth of Massachusetts, delineated and shown on plan entitled: "New York, New Haven and Hartford Railroad Office of Engineer - Real Estate Surveys Land in Needham, Massachusetts. To be conveyed to

Joseph and Giselda Cucci. Scale 1" = 50', June 1954.", which plan is recorded with Norfolk County Registry of Deeds as PLAN NO. 30 of 1955, in Book 3333, Page 350, and bounded and described according to said plan as follows:

BEGINNING at a point in the westerly line of Chestnut Street, distance 776.28 feet southerly, measured therein, from a stone monument near the northerly line of Cedar Place, and thence running southerly 44.50 feet, bounding easterly on said Chestnut Street, to a point

THENCE RUNNING SOUTHWESTERLY 228.81 feet, bounding southeasterly on remaining railroad land, to a point distant 311.56 feet southeasterly, measured radially, from the monumented base line of the New York, New Haven and Hartford Railroad Company from Needham to West Medway at station 476 + 66.77;

THENCE deflecting to the left and continuing southwesterly 108.53 feet, still bounding southeasterly on remaining railroad land, to a point distant 255.41 feet southeasterly, measured radially, from said base line at station 477 + 51.30;

THENCE running northwesterly 136.06 feet, bounding southwesterly on remaining railroad land, to a point distant 146.10 feet southeasterly, measured radially, from said base line at station 476 + 75.57;

THENCE deflecting to the left and continuing northeasterly 110.10 feet, still bounding southwesterly on remaining railroad land, to a point distant 36 feet southeasterly, measured radially, from said base line at said station 476 + 75.57;

THENCE running northeasterly 374.84 feet in a curve to the left of 2900.93 feet radius, concentric with said base line, bounding northwesterly on remaining railroad land, to a point distant 36 feet southeasterly, measured radially, from said base line at station 473 + 05.40; and

THENCE running southeasterly 487.77 feet in the arc of a curve to the left of 478.68 feet radius, bounding northeasterly on remaining railroad land, to the point of beginning:

CONTAINING 100,470 square feet.

Said area is known and numbered as 433 Chestnut Street and is shown as Parcel 6 on Needham Assessor's Plan No. 45; or take any other action relative thereto.

MOVED: That the Town amend the Zoning Map by changing from a Single Residence B District to a Business District a certain parcel of land, adjoining Chestnut Street on the west, in the Town of Needham, County of Norfolk and Commonwealth of Massachusetts, delineated and shown on plan entitled: "New York, New Haven and Hartford Railroad Office of Engineer - Real Estate Surveys Land in Needham, Massachusetts. To be conveyed to Joseph and Giselda Cucci. Scale 1" = 50', June 1954.", which plan is recorded with Norfolk County Registry of Deeds as PLAN NO. 30 of 1955, in Book 3333, Page 350, and bounded and described according to said plan as follows:

BEGINNING at a point in the westerly line of Chestnut Street, distance 776.28 feet southerly, measured therein, from a stone monument near the northerly line of Cedar Place, and thence running southerly 44.50 feet, bounding easterly on said Chestnut Street, to a point

THENCE RUNNING SOUTHWESTERLY 228.81 feet, bounding southeasterly on remaining railroad land, to a point distant 311.56 feet southeasterly, measured radially, from the monumented base line of the New York, New Haven and Hartford Railroad Company from Needham to West Medway at station 476 + 66.77;

THENCE deflecting to the left and continuing southwesterly 108.53 feet, still bounding southeasterly on remaining railroad land, to a point distant 255.41 feet southeasterly, measured radially, from said base line at station 477 + 51.30;

THENCE running northwesterly 136.06 feet, bounding southwesterly on remaining railroad land, to a point distant 146.10 feet southeasterly, measured radially, from said base line at station 476 + 75.57;

THENCE deflecting to the left and continuing northeasterly 110.10 feet, still bounding southwesterly on remaining railroad land, to a point distant 36 feet southeasterly, measured radially, from said base line at station 476 + 75.57;

THENCE running northeasterly 374.84 feet in a curve to the left of 2900.93 feet radius, concentric with said base line, bounding northwesterly on remaining railroad land, to a point distant 36 feet southeasterly, measured radially, from said base line at station 473 + 05.40; and

THENCE running southeasterly 487.77 feet in the arc of a curve to the left of 478.68 feet radius, bounding northeasterly on remaining railroad land, to the point of beginning:

CONTAINING 100,470 square feet.

Said area is known and numbered as 433 Chestnut Street and is shown as Parcel 6 on Needham Assessor's Plan No. 45.

A motion to postpone indefinitely the main motion was offered by Mrs. Joan M. Johnson. The motion was presented and carried unanimously by voice vote.

At 10:55 P.M. Mr. William A. Powers moved that the meeting stand adjourned until Monday, May 14, 1990, at 7:30 P.M. at the Newman Middle School and it was so voted unanimously.

ADJOURNED ANNUAL TOWN MEETING

May 14, 1990

Pursuant to adjournment of the Annual Town Meeting held May 9, 1990, the Inhabitants of the town of Needham qualified to vote in Town Affairs met in the Newman Middle School on Monday, May 14, 1990, at 7:30 P.M.

Checklists were used and 256 voters were checked on the list as being present, including 226 Town Meeting Members.

Rev. Lynn L. Illingworth, pastor, Presbyterian Church of Needham, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

ARTICLE 20 was previously withdrawn on May 7, 1990.

ARTICLE 21

To see if the Town will vote to accept the provisions of MGL, Chapter 41, Section 81-U (Chapter 236 of the Acts of 1987 and Chapter 245 of the Acts of 1988) whereby when a subdivision developer defaults on undertakings, the proceeds of a performance bond or cash deposit put up by the developer may be used by the Town to complete the construction of ways and the installation of municipal services whose completion was secured by the bond or deposit. If such proceeds do not exceed one hundred thousand dollars, the expenditure may be made without specific appropriation under section fifty-three of chapter forty-four; provided, however, that such expenditure is approved by the Board of Selectmen; or take any other action relative thereto.

MOVED: That the Town accept the provisions of MGL, Chapter 41, Section 81-U (Chapter 236 of the Acts of 1987 and Chapter 245 of the Acts of 1988) whereby when a subdivision developer defaults on undertakings, the proceeds of a performance bond or cash deposit put up by the developer may be used by the Town to complete the construction of ways and the installation of municipal services whose completion was secured by the bond or deposit. If such proceeds do not exceed one hundred thousand dollars, the expenditure may be made without specific appropriation under section fifty-three of chapter forty-four; provided, however, that such expenditure is approved by the Board of Selectmen.

Mr. Stanley R. Tippet, Chairman, addressed this proposal on behalf of the Planning Board. He indicated that this article may force some developers to finish the job they started. Mr. Tippet also expressed his appreciation on behalf of the Planning Board on the interest, concern and intelligent inquiries on this year's zoning articles.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 22

To see if the Town will vote to transfer \$18,715 from Article 52 of the 1988 Annual Town Meeting, and a sum from Article 59 of the 1989 Annual Town Meeting to the Police and Fire Headquarters Renovation Account; or take any other action relative thereto.

MOVED: That the Town transfer \$18,715 from Article 52 of the 1988 Annual Town Meeting, and \$115,000. from Article 59 of the 1989 Annual Town Meeting to the Police and Fire Headquarters Renovation Account.

Mr. H. Phillip Garrity, Jr., Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that the Heights Fire Station proposal came in under bid. However, the Police & Fire Station renovation project incurred unanticipated expenses due to pollution from the fuel tanks, asbestos removal and cell alterations required under new State regulations. Thus, the Board of Selectmen wish to transfer the unused funds from the Heights Fire Station project to the Police & Fire Station project.

Mr. Patrick Alessi, Needham resident, expressed concern that departmental surpluses are used at the end of the fiscal year to continue the level of services. He further noted that the citizens are getting a "triple whammy" from the local, State and Federal governments. The Moderator explained that the Federal government is going to do revenue enhancement, the State government is going to raise taxes, and the cities and towns have to balance the budget while other governments do not.

Mr. Garrity advised that departments returned \$892,000. in expended balances to the town last year. He also explained that the surplus of \$115,000. is not in the operating budget and lack of payment would leave the Town in non-compliance of the renovation contract.

A motion to move the previous question on the main motion was offered by Mr. James Hugh Powers. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 23

To see if the Town will vote to increase the several fees previously established by Article 43 of the 1983 Annual Town Meeting as authorized by MGL Chapter 98, Section 56 as hereinafter enumerated.

Weights and Measures Fee Schedule

| | Current Fees | Proposed Fees |
|---|-----------------|------------------|
| BALANCES AND SCALES | | |
| Over 10,000 lbs. | \$50.00 | \$50.00 |
| 10,000 - 5,000 lbs. | 30.00 | 30.00 |
| 5,000 - 100 lbs. | 20.00 | 25.00 |
| Less than 100 lbs. | 5.00 | 7.00 |
| WEIGHTS | | |
| Avoidupois (each) | .50 | .65 |
| Metric (each) | .50 | .65 |
| Apothecary (each) | .50 | .65 |
| Troy (each) | .50 | .65 |
| CAPACITY MEASURES | | |
| Vehicle Tanks | | |
| Each Indicator | 5.00 | 6.00 |
| Each 100 gallons or fraction thereof | 2.00 | 3.00 |
| Liquid | | |
| 1 gallon or less | .50 | 1.00 |
| More than 1 gallon | 1.00 | 1.50 |
| LIQUID MEASURING METERS | | |
| Inlet ½" or less | | |
| Oil or grease | 4.00 | 5.00 |
| Inlet more than ½" to 1" | | |
| Gasoline | 6.00 | 7.50 |
| Inlet more than 1" | | |
| Vehicle tank pump | 15.00 | 17.50 |
| Vehicle tank gravity | 20.00 | 22.50 |
| Bulk storage | 40.00 | 50.00 |
| Company Supplies Prover | 20.00 | 25.00 |
| PUMPS | | |
| Each stop on pump | 2.00 | 2.50 |
| OTHER DEVICES | | |
| Taxi meters | 6.00 | 8.00 |
| Odometer-Hubodometer | 6.00 | 8.00 |
| Leather Measuring (semi-annually) | 4.00 | 5.00 |
| Fabric Measuring | 4.00 | 5.00 |
| Wire - Rope - Cordage | 4.00 | 5.00 |
| LINEAR MEASURE | | |
| Yard Sticks | .50 | 1.00 |
| Tapes | .50 | 2.00 |
| MISCELLANEOUS | | |
| Milk Jars (per gross) | 8.00 | 10.00 |
| Dry Measures | .50 | .75 |

These fees to become effective on January 1, 1991; or take any other action relative thereto.

Mrs. Marcia M. Carleton, Chairman, presented this proposal on behalf of the Board of Selectmen. Mrs. Carleton explained that the Board reviews the various fees every couple of years and compares with surrounding cities and towns to determine if the fees are in line. The proposed fees are consistent with other municipalities. In response to an inquiry from Mr. Eric W. Fleming, Mrs. Carleton advised that the proposed Weights and Measures fees will bring in approximately \$2,500. for the next fiscal year.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 24

To see if the Town will vote to amend its General By-Laws Article II Town Finance and Administration by deleting Sections 7 and 7A in their entirety, and by renumbering Sections 8 through 23 as Sections 7 through 22; or take any other action relative thereto.

Summary:

Sections 7 and 7A of Article II of the General By-Laws provided that mechanical or other work, and equipment, supplies or materials estimated to cost four thousand dollars or more may only be procured following public advertisement and receipt of sealed proposals. These sections were based on General Laws Chapter 40, Section 4G. Chapter 40, Section 4G was recently repealed by Section 10 of Chapter 687 of the Acts of 1989.

Section 3 of said Chapter 687 of the Acts of 1989 inserts new Chapter 30B of the General Laws, the Uniform Procurement Act.

Chapter 30B allows local awarding authorities to raise to \$10,000 the threshold for advertising many procurements, including construction contracts and purchases of supplies and services. All other provisions of Chapter 30B are mandatory and are applicable for all contracts signed on or after May 1, 1990. Chapter 30B requires that the Board of Selectmen appoint a Chief Procurement Officer to centralize all procurements for the Town. Procurements valued at \$1,000 to \$10,000 may, hereafter, be made based upon telephone solicitation of three or more vendors. This procedure will streamline and modernize the purchasing of services and materials for the Town.

MOVED: That the Town amend its General By-Laws Article II Town Finance and Administration by deleting Sections 7 and 7A in their entirety, and by renumbering Sections 8 through 23 as Sections 7 through 22.

A motion to postpone to a time certain; namely, to return to the floor after the Special Town Meeting called for May 21, 1990 is dissolved was offered by Mrs. Marcia M. Carleton. The motion to postpone was presented and carried unanimously by voice vote.

ARTICLE 25

To see if the Town will vote to accept the provisions of M.G.L. Chapter 59, Section 2A; or take any other action relative thereto.

Summary:

Section 40 of Chapter 653 of the Acts of 1989 amends Section 2A of Chapter 59 of the General Laws to provide that buildings and other things erected on or affixed to land during the period beginning January second and ending on June thirtieth of the fiscal year preceding that to which a real estate tax relates shall be deemed part of such real property as of January first.

MOVED: That the Town accept the provisions of M.G.L. Chapter 59, Section 2A.

A motion to refer the subject matter of Article 25 to the Board of Selectmen for further study was offered by Mr. H. Phillip Garrity, Jr. The motion was presented and carried unanimously by voice vote.

ARTICLE 26

To see if the Town will vote to accept the provisions of M.G.L. Chapter 59, Section 57C; or take any other action relative thereto.

Summary:

Section 41 of Chapter 653 of the Acts of 1989 inserts Section 57C into Chapter 59 of the General Laws. Said Section 57C permits the Town to send quarterly tax bills by providing for a notice of preliminary tax for real estate and personal property not later than July first of each year, due and payable in two installments on August first and November first. Each installment may not exceed twenty-five percent of the tax payable during the preceding fiscal year.

MOVED: That the Town accept the provisions of M.G.L. Chapter 59, Section 57C.

Mr. H. Phillip Garrity, Jr., Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that acceptance of M.G.L. Chapter 59, Section 57C would allow the Town to send quarterly tax bills. In response to Mr. Eric W. Fleming's inquiry, Mr. Garrity stated that the extra expense in billings would be approximately \$36,000. and the extra income would be approximately \$230,000.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was presented again, and the Moderator was in doubt as to the voice vote. The motion was presented again and it was carried by a count of hands. The hand count was yes 130 - No 77.

ARTICLE 27

To see if the Town will vote to accept the provisions of Chapter 40, Section 13C of the General Laws as inserted by Chapter 455 of the Acts of 1989; or take any other action relative thereto.

Summary:

Acceptance of new Section 13C of Chapter 40 allows the Town to establish reserve accounts to pay the future costs of worker's compensation claims and settlements.

MOVED: That the Town accept the provisions of Chapter 40, Section 13C of the General Laws as inserted by Chapter 455 of the Acts of 1989.

Mr. John D. Marr, Jr. addressed this article on behalf of the Board of Selectmen. He advised that unused worker's compensation balances could be placed in a reserve account for future costs. In response to Mr. Gerald R. Browne's inquiry, Mr. Marr advised that Town Meeting can vote the surplus funds back to the general fund. There are several reserve funds in existence at the present time - the stabilization fund, the overlay surplus fund, the Park and Recreation fund, and the Conservation Fund.

After a brief discussion, a motion to move the previous question as to the main motion was offered by Mr. Arthur Wald. The motion was presented and carried by voice vote.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 28

To see if the Town will vote to authorize the Board of Selectmen to convey by quitclaim deed that portion of the Town-owned property at Oakland Avenue and Kingsbury Street which is shown as Lot "B" on a Plan entitled "Plan of Land in the Town of Needham, Massachusetts, by David F. Greenwood, Town Engineer" dated March 9, 1990, which comprises 3,029 square feet more or less, to Joseph S. Haven and Lauren M. Haven, 22 Oakland Avenue, for not less than \$3,029; such proceeds to be used for any purpose or purposes for which the Town is authorized to borrow for ten years or more; or take any other action relative thereto.

MOVED: That the Town authorize the Board of Selectmen to convey by quitclaim deed that portion of the Town-owned property at Oakland Avenue and Kingsbury Street which is shown as Lot "B" on a Plan entitled "Plan of Land in the Town of Needham, Massachusetts, by David F. Greenwood, Town Engineer" dated March 9, 1990, which comprises 3,029 square feet more or less, to Joseph S. Haven and Lauren M. Haven, 22 Oakland Avenue, for not less than \$3,029; such proceeds to be used for any purpose or purposes for which the Town is authorized to borrow for ten years or more.

A motion to amend was offered by Mr. Donald E. Kidd to strike the words "to Joseph S. Haven and Lauren M. Haven, 22 Oakland Avenue," to strike the word "ten" and insert in place thereof the word "five", and to change the period to a comma at the end of the motion and add the following words "or to pay indebtedness incurred in the purchase of land or interests in land, in the construction or addition to buildings, including the cost of original equipment and furnishings."

A motion was offered by Mr. John D. Marr, Jr. to discuss Articles 28, 29, and 30 together, but vote on separately.

Mr. Daniel P. Matthews opposed discussing Article 30 with Articles 28 and 29.

Mr. Marr's motion to discuss the articles together was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and it carried by voice vote. Mr. Matthew's rose to request a hand count and was joined by more than seven (7) Town Meeting Members. The motion was again presented and carried by a count of hands. The hand count was Yes 121 - No 86.

Mr. Marr explained that amendments to Articles 28 and 29 pertain to new State legislation and Article 30 addresses an abandonment of a portion of Pickering Street. He advised that the portion of Pickering Street was originally taken by eminent domain for highway purposes, but was never used.

Mr. Donald E. Kidd, Chairman of the Town Asset Review Committee, urged support of the amended Articles 28 and 29. He further stated that Article 30 arose out of discussions concerning the Kingsbury lots.

Under Article 30, Mr. Arthur M. Tieman, Jr., Memorial Park Trustee, suggested granting this portion of Pickering Street to Memorial Park instead of the abutters.

Under Articles 28 and 29, Mr. Donald E. Kidd advised that the two parcels of land are not buildable lots.

After an extended discussion, a motion to move the previous question on the main motion and the motion to amend was offered by Mr. Lee B. Manning. The motion was presented and carried by voice vote.

Mr. Kidd's motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried by a count of hands. The hand count was Yes 174 - No 38.

VOTED: That the Town authorize the Board of Selectmen to convey by quitclaim deed that portion of the Town-owned property at Oakland Avenue and Kingsbury Street which is shown as Lot "B" on a Plan entitled "Plan of Land in the Town of Needham, Massachusetts, by David F. Greenwood, Town Engineer" dated March 9, 1990, which comprises 3,029 square feet more or less for not less than \$3,029.; such proceeds to be used for any purpose or purposes for which the Town is authorized to borrow for five years or more, or to pay indebtedness incurred in the purchase of land or interests in land, in the construction or addition to buildings, including the cost of original equipment and furnishings.

ARTICLE 29

To see if the Town will vote to authorize the Board of Selectmen to convey by quitclaim deed that portion of the Town-owned property at Oakland Avenue and Kingsbury Street which is shown as Lot "A" on a Plan entitled "Plan of Land in the Town of Needham, Massachusetts, by David F. Greenwood, Town Engineer" dated March 9, 1990, which comprises 2,027 square feet more or less, to Robert F. Enos and Barbara A. Enos, 38 Oakland Avenue, for not less than \$2,027.; such proceeds to be used for any purpose or purposes for which the Town is authorized to borrow for ten years or more; or take any other action relative thereto.

MOVED: That the Town authorize the Board of Selectmen to convey by quitclaim deed that portion of the Town-owned property at Oakland Avenue and Kingsbury Street which is shown as Lot "A" on a Plan entitled "Plan of Land in the Town of Needham, Massachusetts, by David F. Greenwood, Town Engineer" dated March 9, 1990, which comprises 2,027 square feet more or less, to Robert F. Enos and Barbara A. Enos, 38 Oakland Avenue, for not less than \$2,027.; such proceeds to be used for any purpose or purposes for which the Town is authorized to borrow for ten years or more.

A motion to amend was offered by Mr. Donald E. Kidd to strike the words "to Robert F. Enos and Barbara A. Enos, 38 Oakland Avenue," to strike the word "ten" and insert in place thereof the word "five", and to change the period to a comma at the end of the motion and add the following words "or to pay indebtedness incurred in the purchase of land or interests in land, in the construction or additions to buildings, including the cost of original equipment and furnishings."

Mr. Kidd's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 195 - No 11.

VOTED: That the Town authorize the Board of Selectmen to convey by quitclaim deed that portion of the Town-owned property at Oakland Avenue and Kingsbury Street which is shown as Lot "A" on a Plan entitled "Plan of Land in the Town of Needham, Massachusetts, by David F. Greenwood, Town Engineer" dated March 9, 1990, which comprises 2,027 square feet more or less, for not less than \$2,027.; such proceeds to be used for any purpose or purposes for which the Town is authorized to borrow for five years or more, or to pay indebtedness incurred in the purchase of land or interests in land, in the construction or additions to buildings, including the cost of original equipment and furnishings."

ARTICLE 30

To see if the Town will vote to discontinue that portion of Pickering Street running from Kingsbury Street northerly 270 feet more or less to Memorial Park, including associated corner roundings, as shown on a Plan entitled "Plan of the Discontinuance of a Portion of Pickering Street, by David F. Greenwood, Town Engineer" dated March 9, 1990; to retain certain easements for the Town as shown on said plan; and to grant all other ensuing rights to the abutters; or take any other action relative thereto.

MOVED: That the Town discontinue that portion of Pickering Street running from Kingsbury Street northerly 270 feet more or less to Memorial Park, including associated corner roundings, as shown on a Plan entitled "Plan of the Discontinuance of a Portion of Pickering Street, by David F. Greenwood, Town Engineer" dated March 9, 1990; to retain certain easements for the Town as shown on said plan; and to grant all other ensuing rights to the abutters.

A motion to amend was offered by Mr. Arthur M. Tieman, Jr. to strike the words "the abutters" and insert in place thereof the words "Memorial Park".

A motion to amend was offered by Mr. Donald E. Kidd to strike the words "and to grant all other ensuing rights to the abutters" and insert in place thereof the words "and to grant all other ensuing rights to others in accordance with M.G.L. Chapter 30B."

A motion to refer the subject matter of Article 30 to the Board of Selectmen for further study was offered by Mr. Daniel P. Matthews.

After a lengthy discussion, a motion to move the previous question on the main motion and all other motions under Article 30 was offered by Mr. Thomas F. Soisson. The motion was presented and carried unanimously by voice vote.

Mr. Matthew's motion to refer the subject matter of Article 30 to the Board of Selectmen for further study was presented and carried by voice vote.

At 1:15 A.M. Mr. Lee B. Manning moved that the meeting stand adjourned to Wednesday, May 16, 1990, at 7:30 P.M. at the Newman Middle School and it was so voted by voice vote.

Theodora K. Eaton, CMC,
Town Clerk

RECORD OF SPECIAL TOWN ELECTION

May 15, 1990

Pursuant to a Warrant issued by the Selectmen March 27, 1990, the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the fifteenth day of May in the year 1990 at 6:45 in the forenoon. The polls remained open until 8:00 o'clock in the afternoon.

The polling places have been designated as follows:

Precinct A - Hillside School
Precinct B - Hillside School
Precinct C - Newman Middle School (Mass.
Criminal Justice Training Council)
Precinct D - High Rock School
Precinct E - Pollard Middle School
Precinct F - Stephen Palmer Community Room
Precinct G - Broadmeadow School
Precinct H - Broadmeadow School
Precinct I - William Mitchell School - Gymnasium
Precinct J - William Mitchell School - Gymnasium

The ballot box returns in the Precincts were as follows:

| PRECINCTS | A | B | C | D | E |
|------------|-----|-----|-----|-----|-----|
| 6:45 AM | 0 | 0 | 0 | 0 | 0 |
| 7:00 AM | 25 | 8 | 4 | 2 | 5 |
| 8:00 AM | 61 | 89 | 66 | 78 | 99 |
| 9:00 AM | 150 | 142 | 143 | 165 | 190 |
| 10:00 AM | 189 | 198 | 200 | 235 | 243 |
| 11:00 AM | 237 | 251 | 256 | 295 | 291 |
| 12:00 Noon | 274 | 296 | 308 | 359 | 337 |

The result of the balloting was as follows:

| | A | B | C | D | E | F | G | H | I | J | TOTAL |
|----------------------------|-----|-----|-----|------|-----|------|------|------|------|------|-------|
| Total Number of Votes Cast | 841 | 837 | 989 | 1015 | 915 | 1029 | 1022 | 1073 | 1126 | 1068 | 9,915 |

QUESTION #1 (GENERAL OVERRIDE)

| | | | | | | | | | | | |
|--------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| Yes | 349 | 379 | 480 | 539 | 492 | 569 | 530 | 466 | 553 | 504 | 4,861 |
| No | 484 | 443 | 480 | 460 | 410 | 445 | 475 | 590 | 561 | 555 | 4,903 |
| Blanks | 8 | 15 | 29 | 16 | 13 | 15 | 17 | 17 | 12 | 9 | 151 |

The ballots cast in the several precincts were returned to the Town Clerk in the sealed packages. The voting lists used at the entrances to the polling places and at the ballot boxes and copy of the precinct record of election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 9:40 P.M., May 15, 1990.

Theodora K. Eaton, CMC,
Town Clerk

A true copy

Attest:

| PRECINCTS | A | B | C | D | E |
|-----------|-----|-----|-----|------|-----|
| 1:00 PM | 324 | 333 | 384 | 399 | 400 |
| 2:00 PM | 385 | 396 | 459 | 465 | 430 |
| 3:00 PM | 416 | 447 | 515 | 525 | 484 |
| 4:00 PM | 481 | 503 | 593 | 592 | 534 |
| 5:00 PM | 557 | 569 | 662 | 682 | 624 |
| 6:00 PM | 669 | 667 | 750 | 785 | 714 |
| 7:00 PM | 769 | 770 | 877 | 912 | 813 |
| 8:00 PM | 841 | 837 | 989 | 1015 | 915 |

| PRECINCTS | F | G | H | I | J |
|------------|------|------|------|------|------|
| 6:45 AM | 0 | 0 | 0 | 0 | 0 |
| 7:00 AM | 14 | 36 | 10 | 21 | 7 |
| 8:00 AM | 101 | 75 | 105 | 106 | 105 |
| 9:00 AM | 182 | 162 | 183 | 198 | 184 |
| 10:00 AM | 274 | 222 | 250 | 246 | 243 |
| 11:00 AM | 361 | 262 | 317 | 303 | 295 |
| 12:00 Noon | 411 | 323 | 369 | 378 | 345 |
| 1:00 PM | 444 | 364 | 429 | 425 | 390 |
| 2:00 PM | 501 | 402 | 502 | 483 | 431 |
| 3:00 PM | 568 | 446 | 562 | 520 | 491 |
| 4:00 PM | 641 | 516 | 635 | 584 | 536 |
| 5:00 PM | 735 | 599 | 719 | 692 | 640 |
| 6:00 PM | 827 | 734 | 844 | 844 | 802 |
| 7:00 PM | 935 | 905 | 987 | 1012 | 954 |
| 8:00 PM | 1028 | 1023 | 1073 | 1126 | 1067 |

NOTE: The absentee ballots are included in the Total Vote.

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 9:40 P.M., May 15, 1990.

The total number of votes cast was as follows:

| | |
|--------------|------|
| Precinct A - | 841 |
| Precinct B - | 837 |
| Precinct C - | 989 |
| Precinct D - | 1015 |
| Precinct E - | 915 |
| Precinct F - | 1029 |
| Precinct G - | 1022 |
| Precinct H - | 1073 |
| Precinct I - | 1126 |
| Precinct J - | 1068 |

TOTAL VOTE - 9,915
(55.21% of Registered Voters)

ADJOURNED ANNUAL TOWN MEETING

May 16, 1990

Pursuant to adjournment of the Annual Town Meeting held May 14, 1990, the Inhabitants of the town of Needham qualified to vote in Town Affairs met in the Newman Middle School on Wednesday, May 16, 1990, at 7:30 P.M.

Checklists were used and 257 voters were checked on the list as being present, including 241 Town Meeting Members.

Rev. Gordon C. Swan, Pastor, First Baptist Church, and President of the Needham Clergy Association, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

A motion to reconsider Article 2 Committee/Officer Reports was offered by Mr. Eric W. Fleming. The motion was presented, but it failed to pass by voice vote.

ARTICLE 31

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 1990, as required by the General Laws, Chapter 41, Section 108, and as recommended by the Personnel Board.

| | |
|---------------------|-----------|
| Assessor, Chairman | \$ 1,800. |
| Assessor, Others | 1,500. |
| Selectman, Chairman | 1,800. |
| Selectmen, Others | 1,500. |
| Town Clerk | 40,000.; |

or take any other action relative thereto.

MOVED: That the Town fix the compensation of the following elected officers of the Town as of July 1, 1990, as required by the General Laws, Chapter 41, Section 108, and as recommended by the Personnel Board:

| | |
|---------------------|-----------|
| Assessor, Chairman | \$ 1,800. |
| Assessor, Others | 1,500. |
| Selectman, Chairman | 1,800. |
| Selectmen, Others | 1,500. |
| Town Clerk | 40,000. |

A motion was offered by Mr. Gary Uhl that the subject matter of Article 31 be postponed to a time certain, specifically, after Article 36 is disposed of.

Mr. Uhl's motion to postpone was presented and carried by voice vote.

ARTICLE 32

To see if the Town will vote to ratify, confirm and approve the action of the Personnel Board authorized by Section 11 and Section 12 of the Consolidated Personnel By-Law, in establishing new classifications and the appropriate compensation therefor. These actions, taken by the Personnel Board, occurred since the 1989 Annual Town Meeting.

At the request of the Director of Public Health, four (4) Seasonal Packer/Drivers (P.T.) Schedule C; at the request of the Board of Selectmen, two (2) new positions: One (1) Switchboard/Data Entry Operator (P.T.) Schedule A, Grade S-6, and one (1) Clerk, Selectmen, Schedule A, Grade S-7; at the request of the Treasurer, one (1) Principal Clerk, Treasurer, Schedule A, Grade S-7;

or take any other action relative thereto.

MOVED: That the Town ratify, confirm and approve the action of the Personnel Board authorized by Section 11 and Section 12 of the Consolidated Personnel By-Law, in establishing new classification and the appropriate compensation therefor. These actions, taken by the Personnel Board, occurred since the 1989 Annual Town Meeting.

At the request of the Director of Public Health, four (4) Seasonal Packer/Drivers (P.T.) Schedule C; at the request of the Board of Selectmen, two (2) new positions: One (1) Switchboard/Data Entry Operator (P.T.) Schedule A, Grade S-6, and one (1) Clerk, Selectmen, Schedule A, Grade S-7; at the request of the Treasurer, one (1) Principal Clerk, Treasurer, Schedule A, Grade S-7.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 33

To see if the Town will vote to ratify, confirm and approve the action of the Personnel Board authorized by Section 10 (f) of the consolidated Personnel By-Law approving the employment of certain municipal employees at a step rate greater than the minimum rate established for the prospective positions involve said action taken by the Personnel Board occurred since the 1989 Annual Town Meeting:

At the request of the Director of the Public Works Department that a Division Superintendent (Highway) be hired at Grade S-17, Maximum; that a General Foreman be hired at Grade S-14, Step 6; that a Heavy Motor Equipment Operator be hired at Grade W-4, Step 3; at the request of the Personnel Board that an Administrative Clerk, Personnel Department be hired at Grade S-9, Step 6; that a Personnel Director be hired at Grade S-17, Step 8; at the request of the Board of Assessors that the Administrative Assessor be paid at Grade S-17, Step 7; that an Assistant Administrative Assessor be hired at Grade S-14, Step 7; at the request of the Director of the Youth Commission that a Caseworker be hired at Grade S-13, Step 4; at the request of the Director of MIS that a Programmer/Computer Operator be hired at Grade S-10, Step 4; that a Senior System Analyst be paid at Grade S-18, Step 8.

or take any other action relative thereto.

MOVED: That the Town ratify, confirm and approve the action of the Personnel Board authorized by Section 10 (f) of the consolidated Personnel By-Law approving the employment of certain municipal employees at a step rate greater than the minimum rate established for the prospective positions involve said action taken by the Personnel Board occurred since the 1989 Annual Town Meeting:

At the request of the Director of the Public Works Department that a Division Superintendent (Highway) be hired at Grade S-17, Maximum; that a General Foreman be hired at Grade S-14, Step 6; that a Heavy Motor Equipment Operator be hired at Grade W-4, Step 3; at the request of the Personnel Board that an Administrative Clerk, Personnel Department be hired at Grade S-9, Step 6; that a Personnel Director be hired at Grade S-17, Step 8; at the request of the Board of Assessors that the Administrative Assessor be paid at Grade S-17, Step 7; that an Assistant Administrative Assessor be hired at Grade S-14, Step 7; at the request of the Director of the Youth Commission that a Caseworker be hired at Grade S-13, Step 4; at the request of the Director of MIS that a Programmer/Computer Operator be hired at Grade S-10, Step 4; that a Senior System Analyst be paid at Grade S-18, Step 8.

A motion to amend was offered by Mr. Gary Uhl by adding the following words at the end of the main motion: "at the request of the Finance Director that a Comptroller be hired at Grade S-Step 6."

Mr. Uhl's motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the Town ratify, confirm and approve the action of the Personnel Board authorized by Section 10 (f) of the consolidated Personnel By-Law approving the employment of certain municipal employees at a step rate greater than the minimum rate established for the prospective positions involved, said action taken by the Personnel Board occurred since the 1989 Annual Town Meeting:

At the request of the Director of the Public Works Department that a Division Superintendent (Highway) be hired at Grade S-17, Maximum; that a General Foreman be hired at Grade S-14, Step 6; that a Heavy Motor Equipment Operator be hired at Grade W-4, Step 3; at the request of the Personnel Board that an Administrative Clerk, Personnel Department be hired at Grade S-9, Step 6; that a Personnel Director be hired at Grade S-17, Step 8; at the request of the Board of Assessors that the Administrative Assessor be paid at Grade S-17, Step 7; that an Assistant Administrative Assessor be hired at Grade S-14, Step 7; at the request of the Director of the Youth Commission that a Caseworker be hired at Grade S-13, Step 6; at the request of the Director of MIS that a Programmer/Computer Operator be hired at Grade S-10, Step 4; that a Senior System Analyst be paid at Grade S-18, Step 8 at the request of the Finance Director that a Comptroller be hired at Grade S-18, Step 6.

ARTICLE 34

To see if the Town will vote to amend the Classification and Standard Rates of Compensation in its entirety and by substituting therefore a new Classification and Standard Rates of Compensation; or take any other action relative thereto.

NOTE:

All revisions to the Classification and Standard Rates of Compensation will be provided to Town Meeting Members as early as possible before May 7, 1990.

Except as otherwise required by State Law, the classes of positions in paid appointive service by the Town other than those in the service of the School Department and Glover Memorial Hospital and the standard Rates of Compensation hereof, effective July 1, 1990, may be found in the Classification and Standard Rates of Compensation, as amended.

MOVED: That the Town amend the Classification and Standard Rates of Compensation in its entirety and by substituting therefore a new Classification and Standard Rates of Compensation.

A motion was offered by Mr. Gary Uhl that the subject matter of Article 34 be postponed to a time certain, specifically, after Article 36 is disposed of.

Mr. Daniel P. Matthews opposed the motion to postpone Article 34. He stated that Town Meeting should not approve a general wage increase unless funding is available without discontinuance of other Town programs. The override question did not pass. Funds are not available to fund services and salary increases. He suggested that the Board of Selectmen go back to the bargaining units and bargain.

Mr. H. Phillip Garrity, Jr., Selectman, advised that under M.G.L. Chapter 151E, the Board of Selectmen must negotiate in good faith. Town Meeting must vote in the affirmative or in the negative to fund contracts. He further stated that Town Meeting can mitigate the shortfall by 1.3 million dollars, negate all salary raises in this Town, and fund several services. However, the police officers are in the second year of a two-year contract. The police will get a 5% wage increase as well as the Police Superior

Officers. The Fire Union, DPW and Town Hall Associates effectively signed contracts for 5%. Mr. Garrity indicated that it is not proper to save 1.3 million dollars worth of services on the backs of Town employees. A zero pay raise is actually an \$800 per year cut since that is the amount of increased costs in medical insurance for Town employees.

Mrs. Margaret G. Murphy, member, School Committee, advised that the School Committee is currently in mediation/negotiation with the teachers and are obligated to pay teachers the last best offer on the table. She further indicated that the school contract is exempt from Town Meeting.

Mr. William J. Miles concurred with Mr. Matthews. Mrs. Meredith P. Page advised that the Town is dealing with a lack of money and Town Meeting must pass a balanced budget and pay for it.

A motion to move the previous question was offered by Mr. Richard L. Malconian. The motion was presented, but it failed to pass by voice vote.

The following Town Meeting Members spoke in support of Article 34: Mr. Thomas N. Alpert, Mrs. Maryruth Perras, Mr. Eugene S. McMorro, Mr. Richard B. Weitzen, and Mrs. Lois Sockol.

The following Town Meeting Members suggested approval of a general wage increase at somewhere between zero and 5%: Mr. Russell S. Broad, Jr. and Mr. Robert T. Heald.

Mr. Paul Theodore Owens, member of the Finance Committee, advised that the Finance Committee voted to oppose a 5% general wage increase.

After a lengthy discussion, a motion to move the previous question on the main motion and the motion to postpone was offered by Mr. Gerald C. Rovner. The motion was presented and carried by voice vote.

Mr. Uhl's motion to postpone to a time certain was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented, but it failed to pass by a count of hands. The hand count was Yes 86 - No 141.

ACTION: The main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented, but it failed to pass by a count of hands. The hand count was Yes 82 - No 142.

ARTICLE 35

To see if the Town will vote to amend the Consolidated Personnel By-Law as follows:

In Section 11. CLASSIFICATION PLAN, subsection b) Position Descriptions, by adding the words "and for each class of paid elective positions" at the end of the first sentence ending with the words "Classification Plan" and to delete the period after the words "Classification Plan" and insert a comma in place thereof;

or take any other action relative thereto.

MOVED: That the Town amend the Consolidated Personnel By-Law as follows:

In Section 11. CLASSIFICATION PLAN, subsection b) Position Descriptions, by adding the words "and for each class of paid elective positions" at the end of the first sentence ending with the words "Classification Plan" and to delete the period after the words "Classification Plan" and insert a comma in place thereof.

The following motion to amend was offered by Mr. James Hugh Powers:

To amend the definition of Full Time Employment under Section 4 of the Consolidated Personnel By-Law by inserting the words "or Election" after the word "Appointment" so that the definition reads as follows:

"Full Time Employment - Appointment or Election to a permanent position for not less than seven and one-half (7½) hours per day, for five (5) days per week for fifty-two (52) weeks per year, minus legal holidays, vacation, and other authorized leaves of absence. Full Time Employees are eligible for leaves and benefits."

Mr. Powers' motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town amend the Consolidated Personnel By-Law as follows:

In Section 11. CLASSIFICATION PLAN, subsection b) Position Descriptions, by adding the words "and for each class of paid elective positions" at the end of the first sentence ending with the words "Classification Plan" and to delete the period after the words "Classification Plan" and insert a comma in place thereof.

and

To amend the definition of Full Time Employment under Section 4 of the Consolidated Personnel By-Law by inserting the words "or Election" after the word "Appointment" so that the definition reads as follows:

"Full Time Employment - Appointment or Election to a permanent position for not less than seven and one-half (7½) hours per day, for five (5) days per week for fifty-two (52) weeks per year, minus legal holidays, vacation, and other authorized leaves of absence. Full Time Employees are eligible for leaves and benefits."

ARTICLE 36

To see what sums of money the Town will vote to raise and appropriate for the necessary Town charges and expenses.

Mr. James C. Brierley, Jr., Chairman, Finance Committee, addressed Town Meeting on the financial outlook for Fiscal Year 1991. He advised that the Finance Committee anticipated a 2.5 million dollar shortfall last fall and that prediction has not changed. The Finance Committee has tried to prioritize the spending of the Town. Service levels had to be reduced. Five departments were considered to be the life blood of the community and, therefore, sheltered from as much of the cutting as possible. Those departments were Education, Police, Fire, Public Works and General Government. The following departments were funded at a level sufficient to retain the Director in each department: Youth Commission, Council On Aging, and Park and Recreation. The Library budget was reduced by 53% since that department was placed between critical and less critical. With the proposed level of funding for the Library, the general public will continue to have access to library services, although without the same level of convenience. The budget had to be balanced and it is balanced, although not to our liking.

A motion was offered by Mr. James Hugh Powers that the following special rule be adopted for the regulation of certain motions offered under Article 36 of the Warrant for this 1990 Annual Town Meeting, to assure compliance of budget votes with the levy limit requirements of General Laws, Chapter 59, Section 21C.

Any motion offered to increase the amount of an appropriation line item of the budget for FY 1991 above the amount recommended by the Finance Committee shall also propose such reductions in other line items, except line items appropriating sums

to pay principal and interest on the Town debt, as shall equal or aggregate such increase aforesaid, to the end that the total budget voted for the Town under this Warrant Article shall be within the levy limit mandated by said Section 21C.

Mr. Powers indicated that the intent of his motion is simple. The bottom line of the budget must be maintained. Thus, if a line item is increased, there must be an offset decrease.

A motion to amend Mr. Powers' motion was offered by Mr. Thomas M. Harkins to add the words "or a sufficient amount by way of fee revenues" after the words "the Finance Committee shall also propose such reductions in other line items".

In response to an inquiry from Mr. Patrick J. Hyland, Mr. Garrity concurred that the Town could not anticipate new revenue without approval from the Department of Revenue. Concern was expressed by Town Meeting Members on anticipated fee revenues.

A motion was offered by Mr. David C. Crocker to accept the Finance Committee's recommended line item amendments en masse. Mr. Crocker suggested that the Finance Committee return with a new amended budget for Town Meeting to review at the next Adjourned Annual Town Meeting.

After a brief discussion, Mr. Lee B. Manning moved the previous question on Mr. Powers' motion and Mr. Harkins' motion to amend. The motion to move the previous question was presented and carried unanimously by voice vote.

Mr. Harkins' motion to amend was presented, but it failed to pass by voice vote.

Mr. Powers' motion was presented and it carried by voice vote.

A motion was offered by Mr. Gerald C. Rovner that the rule under Mr. Powers' motion be suspended only for the purpose of placing the Finance Committee's amendments on the floor. Mr. Rovner's motion was presented and carried by voice vote.

Mr. Crocker's motion was presented and carried by voice vote.

The following amendments to the budget article presented by the Finance Committee were voted in the affirmative.

| | Line Item | Description | Changing From | Changing To |
|---------------------|-----------|----------------|---------------|-------------|
| Selectmen | 001 | Salaries | 176,391 | 174,091 |
| | 003 | Expenses | 161,980 | 159,650 |
| Town Clerk | 015 | Salaries | 69,530 | 69,030 |
| | 016 | Expenses | 5,325 | 4,000 |
| Board of Registrars | 020 | Expenses | 21,365 | 20,230 |
| Legal | 025 | Special Fees | 90,000 | 88,920 |
| Personnel | 026 | Salaries | 68,622 | 66,821 |
| Assessors | 031 | Revaluation | 40,000 | 35,423 |
| Finance | 007 | Insurance, | 628,840 | 548,480 |
| | | General | | |
| | 008 | Insurance, | 3,060,000 | 3,154,000 |
| | | Group Life A&H | | |
| | 009 | Workers | 448,000 | 438,000 |
| | | Compensation | | |
| | 011 | Uniformed | 86,000 | 82,000 |
| | | Serv./Med.Pay. | | |
| | 033 | Salaries | 489,882 | 498,023 |
| | 036 | Expenses | 396,794 | 410,794 |
| | 045 | Bond Interest | 187,111 | 187,711 |
| Finance Committee | 049 | Salaries | 11,345 | 11,047 |
| Contrib. | 054 | Expenses | 4,100 | 3,140 |
| Retire. | | | | |
| Education | 064 | Operation/ | 948,100 | 885,300 |
| | | Maintenance | | |
| | 071 | Capital Outlay | 340,000 | 0 |

| | Line Item | Description | Changing From | Changing To |
|-----------------------|--------------|-------------------|------------------|----------------|
| Police | 073 | Salaries-Regular | 1,903,291 | 1,855,869 |
| | 074 | Salaries-Overtime | 314,349 | 306,330 |
| Fire | 088 | Salaries-Regular | 2,287,822 | 2,215,893 |
| Civil | 099 | Expenses | 15,200 | 15,147 |
| Defense | | | | |
| Building | 101 | Salaries | 122,940 | 119,713 |
| Weights & Measures | 105 | Expenses | 1,740 | 1,558 |
| DPW- | | | | |
| Admin. | 106 | Salaries | 161,018 | 156,684 |
| Engineering | 109 | Salaries | 238,965 | 232,530 |
| Garage | 111 | Salaries | 175,163 | 170,447 |
| Highway | 114 | Salaries | 529,539 | 515,273 |
| Parks | 117 | Salaries | 407,899 | 396,912 |
| Sewer | 120 | Salaries | 398,993 | 388,246 |
| Water | 125 | Salaries | 389,285 | 378,798 |
| Board of | 139 | Purchase of | 91,264 | 86,504 |
| Health | | Service | | |
| Veteran's | 184 | Expenses- | 3,652 | 2,675 |
| Service | | Parking Clerk | | |
| Youth | 148 | Salaries | 65,892 | 70,702 |
| Commission | 149 | Expenses | 6,810 | 270 |
| Council on | 150 | Salaries | 58,450 | 56,916 |
| Aging | | | | |
| Planning | 152 | Salaries | 67,508 | 65,736 |
| Board | | | | |
| Conservation | 157 | Purchase of | 4,175 | 4,023 |
| Commission | | Service | | |
| Board of | 158 | Salaries | 5,000 | 4,869 |
| Appeals | | | | |
| Library | 161 | Salaries | 287,398 | 279,854 |
| Park & | 172 | Salaries | 236,038 | 229,842 |
| Recreation | | | | |

SPECIAL TOWN MEETING

May 21, 1990

Pursuant to a warrant issued by the Selectmen on April 24, 1990, this meeting was called for May 21, 1990, at 7:30 P.M. The call to the meeting and the Officer's Return were read by the Town Clerk.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Unanimous consent was given to omit the reading of the articles and to refer to them by number only. The same parliamentary rules as outlined for the Annual Town Meeting were adopted.

ARTICLE 1

To see if the Town will vote to amend and supersede certain parts of the 1990 Operating Budget, adopted under Article 15 at the 1989 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended; or take any other action relative thereto.

MOVED: That the Town amend and supersede certain parts of the 1990 Operating Budget, adopted under Article 15 at the 1989 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended.

A motion was offered by Mr. Patrick J. Hyland that the subject matter of all articles in the Special Town Meeting Warrant be postponed to a time certain, specifically after the Operating Budget Article 36 and the Personnel Board's Article 31 have been disposed of. The motion was presented and carried by voice vote.

The Moderator called the Annual Town Meeting to order, declared a quorum to be present, and requested the Town Clerk to so record.

Discussion under Article 36 (Operating Budget) commenced with an inquiry from Susan R. Posner on the Finance Committee's recommendation of \$400,000. additional money for possible amendments.

Mr. James C. Brierley, Jr., Chairman, explained that the Finance Committee allocated \$44.9 million to various departments. The total revenue projected for Fiscal Year 1991 is \$45.3 million. The amount of money Town Meeting appropriates to adjust salary line items is a direct relationship to the number of people who will be laid off. The more people laid off, the higher the unemployment compensation costs will be and the Town must fund these costs.

Mr. Brierley continued to explain that the Finance Committee has met almost weekly since October. The Committee has placed safety nets for flexibility in order to be prepared for a positive or negative vote on the General Override ballot question. The Finance Committee could not support salary increases if the override failed. Article 36 provided Town Meeting a budget with an additional \$400,000. for possible amendments. The total funding necessary to provide a 5% salary increase plus step increases to 24% of the employees equals \$1.4 million. Some salary increases are unavoidable. The Police already signed a two-year contract last year and a good faith offer already in existence in the School Department is not retractable. In light of this, the Finance Committee recommends voting no on the budget amendments and placing the balance in reserve for cost of living adjustments and unemployment compensation costs. Unemployment compensation to lay off 36 people would cost approximately \$193,000. Thus there would be approximately \$197,000. in funds available for cost of living adjustment.

At 11:30 P.M. Mr. Gilbert W. Cox, Jr., moved that the meeting stand adjourned to Monday, May 21, 1990, at 7:30 P.M. at the Newman Middle School and it was so voted unanimously.

Theodora K. Eaton, CMC,
Town Clerk

ADJOURNED ANNUAL TOWN MEETING

May 21, 1990

Pursuant to adjournment of the Annual Town Meeting held May 16, 1990, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Middle School on Monday, May 21, 1990, at 7:30 P.M.

Checklists were used and 304 voters were checked on the list as being present, including 240 Town Meeting Members.

Cantor Harry Gelman, Temple Aliyah, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator shared two thoughts with Town Meeting Members. First, we will get through this difficult time. The issues will be resolved. Second, when we vote or make a selection, it is usually to do what we want. This Town Meeting has the choice of voting for something it doesn't want.

Marcia M. Carleton moved that the Annual Town Meeting stand adjourned until such time that the Special Town Meeting called for this evening at 7:30 P.M. is either adjourned or dissolved. It was so voted unanimously.

A motion to amend the following line items under Article 36 (Operating Budget) was offered by Mr. John W. Lebourveau, Chairman Library Trustees:

| Department | Description | FINANCE COMMITTEE 79th Report | | AMENDMENT | | |
|-----------------------------|----------------------------|----------------------------------|-----------|-----------|------|-----------|
| | | Included | Excluded | Reduction | Line | Amount |
| Selectmen | 001 Salaries | 174,091 | | 1,133 | 161 | 1,172,958 |
| | 002 Telephone Charges | 0 | | | | |
| | 003 Expenses | 159,650 | | 1,039 | 165 | 158,611 |
| | 004 Town Meeting | 0 | | | | |
| | 005 Capital Outlay | 3,000 | | 20 | 163 | 2,980 |
| | 006 Out-of-State Travel | 0 | | | | |
| | 012 Street Lighting | 350,000 | | 2,279 | 161 | 347,722 |
| | 014 Garbage | 94,500 | | 615 | 161 | 93,885 |
| Town Clerk | 015 Salaries | 69,030 | | 449 | 161 | 68,581 |
| | 016 Expenses | 4,000 | | 26 | 161 | 3,974 |
| | 017 Out-of-State Travel | 55 | | 0 | | 55 |
| Board of Registrars | 019 Salaries | 43,249 | | 282 | 165 | 42,967 |
| | 020 Expenses | 20,230 | | 132 | 165 | 20,098 |
| | 021 Tellers & Canvassers | 17,250 | | 112 | 163 | 17,138 |
| | 022 Capital Outlay | 0 | | | | |
| Legal | 023 Salaries | 41,148 | | 268 | 161 | 40,880 |
| | 024 Expenses | 4,630 | | 30 | 165 | 4,600 |
| | 025 Special Fees | 88,920 | | 579 | 163 | 88,341 |
| Personnel | 026 Salaries | 66,821 | | 435 | 161 | 66,386 |
| | 027 Purchase of Service | 10,685 | | 70 | 162 | 10,615 |
| | 028 Expenses | 2,575 | | 17 | 165 | 2,558 |
| TOTAL GENERAL GOVERNMENT | | 1,149,834 | | 7,485 | | 1,142,349 |
| | | | | | | |
| Assessors | 029 Salaries | 174,378 | | 1,135 | 161 | 173,243 |
| | 030 Expenses | 8,950 | | 58 | 162 | 8,892 |
| | 031 Revaluation | 35,423 | | 231 | 163 | 35,192 |
| | 032 Capital Outlay | 1,000 | | 0 | | 1,000 |
| Finance | 007 Insurance, General | | 548,480 | | | |
| | 008 Insurance, Group Life | | 3,154,000 | | | |
| | 009 Workers Compensation | | 438,000 | | | |
| | 010 Prop & Casualty | 12,000 | | 78 | 165 | 11,922 |
| | 011 Uniform Serv/Med P | 82,000 | | 534 | 163 | 81,466 |
| | 013 Unemployment Comp. | 30,000 | | 195 | 161 | 29,805 |
| | 033 Salaries | 498,023 | | 3,242 | 161 | 494,781 |
| | 034 Purchase of Serv/At. | 124,150 | | 808 | 163 | 123,342 |
| | 035 Travel Out of State | 1,200 | | 0 | | 1,200 |
| | 036 Expenses | 410,794 | | 2,674 | 163 | 408,120 |
| | 037 Capital Outlay | 5,650 | | 37 | 162 | 5,613 |
| | 044 Maturing Bonds | | 1,071,000 | | | |
| | 045 Bond Interest | | 187,711 | | | |
| Finance Committee | 049 Salaries | 11,047 | | 72 | 161 | 10,975 |
| | 050 Expenses | 700 | | 0 | | 700 |
| | 051 Reserve Fund | 300,000 | | | | |
| Contributory Retirement | 052 Salaries | 36,588 | | 238 | 161 | 36,350 |
| | 053 Contributions | | 3,071,562 | | | |
| | 054 Expenses | 3,140 | | 20 | 165 | 3,120 |
| Non-Contributory Retirement | 056 Chap 32, Retirements | | 222,000 | | | |
| | 057 Past Service Liability | 0 | | | | |
| TOTAL FINANCE | | 1,732,412 | 8,695,384 | 11,278 | | 1,721,134 |

| Department | Description | FINANCE COMMITTEE 79th Report | | AMENDMENT | | |
|----------------------|---------------------------|----------------------------------|-----------|-----------|------|------------|
| | | Included | Excluded | Reduction | Line | Amount |
| Education | 058 Salaries | 16,112,000 | | 104,889 | | 16,007,111 |
| | 059 Administration | 116,835 | | 761 | | 116,074 |
| | 060 Instruction | 720,762 | | 4,692 | | 716,070 |
| | 061 Other School Service | 88,911 | | 579 | | 88,332 |
| | 062 Cafeteria Assistance | 0 | | | | |
| | 063 Transportation | 406,485 | | 2,646 | | 403,839 |
| | 064 Operation/Maintenance | 885,300 | | 5,763 | | 879,537 |
| | 065 Community Service | 82,325 | | 536 | | 81,789 |
| | 066 Fixed Assets | 0 | | | | |
| | 067 Tuitions | 1,082,709 | | 7,048 | | 1,075,661 |
| | 068 Travel Out of State | 0 | | | | |
| Minuteman Voc Tec | 071 Capital Outlay | 0 | | | | |
| | 072 Vocational Education | 453,794 | | 2,954 | | 450,840 |
| EDUCATION TOTAL | | 19,949,121 | | | | 19,819,252 |
| | | | | 129,869 | 161 | 98,884 |
| | | | | | 162 | 9,582 |
| | | | | | 136 | 21,403 |
| Police | 073 Salaries-Regular | | 1,855,869 | | | |
| | 074 Salaries-Overtime | | 306,330 | | | |
| | 075 Education/Car. Inctv. | 0 | | | | |
| | 076 In-Service Training | 0 | | | | |
| | 076 Purchase of Service | 83,477 | | 543 | 162 | 82,934 |
| | 077 Capital Outlay | 75,000 | | 488 | 163 | 74,512 |
| | 078 Travel Out of State | 0 | | | | |
| | 079 Auto Maintenance | 0 | | | | |
| | 080 Building Maintenance | 0 | | | | |
| | 081 Communications | 0 | | | | |
| | 082 Expenses | 154,052 | | 1,003 | 163 | 153,049 |
| | 084 Uniforms | 0 | | | | |
| | 085 Crime Check Committee | 0 | | | | |
| | 086 Animal Control | 0 | | | | |
| | 087 F.B.I. Academy | 0 | | | | |
| TOTAL POLICE | | 312,529 | 2,162,199 | 2,035 | 161 | 310,494 |
| Fire | 088 Salaries-Regular | 2,215,893 | | 14,425 | 161 | 2,201,468 |
| | 089 Salaries-Overtime | 445,000 | | 2,897 | 161 | 442,103 |
| | 090 Education/Car. Inctv | 25,000 | | 163 | 163 | 24,837 |
| | 091 In-Service Training | 97,000 | | 631 | 163 | 96,369 |
| | 092 Capital Outlay | 20,518 | | 134 | 162 | 20,384 |
| | 093 Travel Out of State | 1,750 | | 0 | | 1,750 |
| | 094 Purchase of Service | 87,363 | | 569 | 163 | 86,794 |
| | 095 Expenses | 131,945 | | 859 | 161 | 131,086 |
| | 182 Salaries O/T Alarm | 7,350 | | 48 | 162 | 7,302 |
| TOTAL FIRE | | 3,031,819 | | 19,726 | | |

| Department | Description | FINANCE COMMITTEE 79th Report | | AMENDMENT | | |
|----------------------|---------------------------|----------------------------------|-----------|-----------|------|-----------|
| | | Included | Excluded | Reduction | Line | Amount |
| DPW Administration | 106 Salaries | 156,684 | | 1,020 | 161 | 155,664 |
| | 107 Expenses | 7,460 | | 49 | 162 | 7,411 |
| | 108 Travel Out of State | 0 | | | | |
| DPW Engineering | 109 Salaries | 232,530 | | 1,514 | 161 | 231,016 |
| | 110 Expenses | 5,085 | | 33 | 162 | 5,052 |
| DPW Garage | 111 Salaries | 170,447 | | 1,110 | 161 | 169,337 |
| | 112 Expenses | 102,885 | | 670 | 161 | 102,215 |
| | 113 Equipment Replacement | 283,919 | | 1,848 | 163 | 282,071 |
| DPW Highway | 114 Salaries | 515,273 | | 3,354 | 161 | 511,919 |
| | 115 Sal. Parking Meter | 36,000 | | 234 | 161 | 35,766 |
| | 116 Expenses | 1,202,755 | | 7,830 | 163 | 1,194,925 |
| DPW Parks | 117 Salaries | 396,912 | | 2,584 | 161 | 394,328 |
| | 118 Expenses | 106,730 | | 695 | 165 | 106,035 |
| | 119 Capital Outlay | 0 | | | | |
| DPW Sewer | 120 Salaries | 388,246 | | 2,527 | 161 | 385,719 |
| | 121 Expenses | 111,400 | | 725 | 161 | 110,675 |
| | 122 House Connections | 0 | | | | |
| | 180 MWRA Sewer Charges | | 1,907,135 | | | |
| DPW Snow & Emergency | 123 Salaries Overtime | 60,000 | | 391 | 163 | 59,609 |
| | 124 Expenses | 90,000 | | 586 | 163 | 89,414 |
| DPW Water | 125 Salaries | 378,798 | | 2,466 | 161 | 376,332 |
| | 126 Expenses | 266,079 | | 1,732 | 161 | 264,347 |
| | 127 Main Ext/New Serv. | 20,000 | | 130 | 163 | 19,870 |
| | 181 MWRA Water Charges | | 52,876 | | | |
| TOTAL DPW | | 4,531,203 | 1,960,011 | 29,498 | | 4,501,705 |

TOTAL REDUCTIONS

199,969

| | | | | Increases | | |
|---------------|--------------------------|---------|--|-----------|-----|---------|
| Library | 161 Salaries | 279,854 | | 147,122 | 161 | 427,000 |
| | 162 Purchase of Services | 51,800 | | 10,554 | 162 | 62,354 |
| | 163 Books, Periodicals | 0 | | 40,000 | 163 | 40,000 |
| | 164 Building Maintenance | 0 | | 0 | | 0 |
| | 165 Expenses | 13,700 | | 2,293 | 165 | 16,000 |
| | 166 Capital Outlay | 0 | | 0 | | 0 |
| | 167 Travel Out of State | 0 | | 0 | | 0 |
| TOTAL LIBRARY | | 345,354 | | 199,969 | | 545,354 |

Mr. Lebourveau addressed his proposed amendments to the various line items under the Operating Budget. He explained that the Library budget has been reduced 55%. He is requesting that Town Meeting restore approximately \$200,000, or one half of what the Library has lost. He explained that as of July 1, 1990, the Library will have lost its eligibility for State Aid, the use of

Wellesley's library, and about ten employees. He urged support for these amendments.

A motion to amend the following line items under Article 36 (Operating Budget) was offered by Mr. H. Phillip Garrity, Jr.:

| Line Item | Description | Changing From | Changing To |
|-----------|----------------------------------|---------------|-------------|
| 001 | Selectmen Salaries | 174,091 | 180,147 |
| 015 | Town Clerk Salaries | 69,030 | 71,682 |
| 019 | Board of Registrar Salaries | 43,249 | 44,741 |
| 026 | Personnel Salaries | 66,821 | 68,157 |
| 029 | Assessors Salaries | 174,378 | 181,696 |
| 033 | Finance Salaries | 498,023 | 515,950 |
| 052 | Contributory Retirement Salaries | 36,588 | 39,266 |
| 073 | Police Salaries - Regular | 1,888,318 | 1,891,178 |
| 088 | Fire Salaries - Regular | 2,321,233 | 2,219,154 |
| 101 | Building Salaries | 119,713 | 124,388 |
| 106 | DPW Admin. Salaries | 161,443 | 165,215 |
| 135 | Board of Health Salaries | 181,349 | 187,774 |
| 145 | Veterans' Salaries | 37,214 | 37,909 |
| 148 | Youth Commission Salaries | 70,702 | 73,334 |
| 150 | Council on Aging Salaries | 56,916 | 57,952 |
| 152 | Planning Board Salaries | 65,736 | 67,013 |
| 172 | Park and Recreation Salaries | 229,842 | 233,201 ; |

to be raised from the Finance Committee Reserve Fund.

Mr. Garrity advised that this first amendment includes the cost of living adjustments negotiated with the Town Hall Associates and the new Olney Associates recommendation for the secretarial/clerical positions in Town Hall.

The Moderator indicated that the issues before Town Meeting are appropriations in the Operating Budget. Town Meeting members can only vote up or down the appropriation. The Moderator then stepped down from the podium and addressed Town Meeting as a Town Meeting Member. He urged defeat of the contracts and the proposals of the Town Government Review Committee. He urged support of three Personnel Board articles which will come before Town Meeting under the Omnibus Article. He further indicated that while the Board of Selectmen have the right under M.G.L. Chapter 150E, the Board took the negotiations away from the Personnel Board. Now the Board of Selectmen through the Town Government Review Committee are trying to take over the personnel administration. Mr. Melick indicated that in order to maintain government checks and balances, it is essential that Town Meeting does not vote the Personnel Board out of existence.

Mr. H. Phillip Garrity, Jr., Selectman, explained that he came before Town Meeting two years ago to ask for the creation of a Town Government Review Committee because he felt that the system was broken then and it is broken now. The Town Government Review Committee is made up of nine members, seven from the legislative branch and two from the Board of Selectmen. He urged Town Meeting Members to listen to the merits of the Committee's proposals. He further noted that M.G.L. Chapter 150E placed the responsibility of contract negotiations with the Board of Selectmen or their designees. The Board of Selectmen had previously designated the Personnel Board as its bargaining agents. The Board of Selectmen resumed negotiations when relations deteriorated between the two boards. The Board of Selectmen has statutory responsibilities and will exercise those responsibilities. He indicated that he does not agree with the Moderator that there should be an elected Charter Commission because the General By-Laws and Personnel By-Laws can be amended. He does concur with the Moderator on one thing - the preservation of Town Meeting.

Under Line Item No. 51, a motion to amend was offered by Mr. Daniel P. Matthews that the amount of \$300,000. be increased to \$704,595. (notwithstanding Mr. Powers' motion). The motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried unanimously by voice vote.

Mrs. Mary Ellen Herd and Mr. George Tarallo opposed Mr. Garrity's motion to amend. Dr. Vincent C. Nuccio opposed Mr. Lebourveau's motion to amend.

After a brief discussion, Mr. Arthur Wald moved the previous question on Mr. Garrity's motion to amend. The motion to move the previous question was presented and carried by voice vote.

In response to an inquiry from Mr. Ron Sockol, it was determined that Mr. Garrity's three motions to amend must be presented in the following order: DPW, Fire and Town Hall Associates. Unanimous consent was given to suspend the rules.

In response to Mr. Donald F. Russell, Mr. Garrity advised that the motions to amend are specifically asking to vote yes or to vote no on funding the contracts. Mr. Neil O. Alper stated that Town Meeting had sent a message under Article 34.

A motion to move the previous question was offered by Mr. Gerard C. Browne. The motion was presented and carried unanimously by voice vote.

A motion to amend the following line items under Article 36 (Operating Budget) was offered by Mr. H. Phillip Garrity, Jr.:

| Line Item | Description | Changing From | Changing To |
|-----------|----------------------|---------------|-------------|
| 111 | DPW-Garage Salaries | 170,447 | 177,037 |
| 114 | DPW-Highway Salaries | 515,273 | 538,684 |
| 117 | DPW-Parks Salaries | 396,912 | 412,626 |
| 120 | DPW-Sewer Salaries | 388,246 | 405,216 |
| 125 | DPW-Water Salaries | 378,798 | 393,578 ; |

to be raised from the Finance Committee Reserve Fund.

Mr. Garrity's motion to amend was presented, but it failed to pass by a count of hands. The hand count was Yes 47 - No 167.

A motion to amend the following line items under Article 36 (Operating Budget) was offered by Mr. H. Phillip Garrity, Jr.:

| Line Item | Description | Changing From | Changing To |
|-----------|-------------------------------------|---------------|-------------|
| 088 | Fire-Salaries | \$2,215,893 | \$2,321,233 |
| 090 | Fire-Education/ Career Incentive | 25,000 | 27,500 ; |

to be raised from the Finance Committee Reserve Fund.

After a brief discussion, a motion to move the previous question was offered by Mr. Jason Levy. The motion was presented and carried unanimously by voice vote.

Mr. Garrity's motion to amend was presented, but it failed to pass by voice vote.

After a brief discussion, a motion to move the previous question was offered by Mr. Donald F. Russell. The motion was presented and carried unanimously by voice vote.

A motion to amend the following line items under Article 36 (Operating Budget) was offered by Mr. H. Phillip Garrity, Jr.:

| Line Item | Description | Changing From | Changing To |
|-----------|----------------------------------|---------------|-------------|
| 001 | Selectmen Salaries | 174,091 | 180,147 |
| 015 | Town Clerk Salaries | 69,030 | 71,682 |
| 019 | Board of Registrars Salaries | 43,249 | 44,741 |
| 026 | Personnel Salaries | 66,821 | 68,157 |
| 029 | Assessors Salaries | 174,378 | 181,696 |
| 033 | Finance Salaries | 498,023 | 515,950 |
| 052 | Contributory Retirement Salaries | 36,588 | 39,266 |
| 073 | Police Salaries - Regular | 1,888,318 | 1,891,178 |
| 088 | Fire Salaries - Regular | 2,321,233 | 2,219,154 |
| 101 | Building Salaries | 119,713 | 124,388 |
| 106 | DPW Admin. Salaries | 161,443 | 165,215 |
| 135 | Board of Health Salaries | 181,349 | 187,774 |
| 145 | Veterans' Salaries | 37,214 | 37,909 |
| 148 | Youth Commission Salaries | 70,702 | 73,334 |
| 150 | Council on Aging Salaries | 56,916 | 57,952 |
| 152 | Planning Board Salaries | 65,736 | 67,013 |
| 172 | Park and Recreation Salaries | 229,842 | 233,201 ; |

to be raised from the Finance Committee Reserve Fund.

Mr. Garrity's motion to amend was presented, but it failed to pass by voice vote.

At 11:35 P.M., Mr. Gilbert W. Cox, Jr. moved that the meeting stand adjourned until Wednesday, May 23, 1990, at 7:30 P.M. at the Newman Middle School and it was so voted unanimously.

Theodora K. Eaton, CMC,
Town Clerk

ADJOURNED ANNUAL TOWN MEETING

May 23, 1990

Pursuant to adjournment of the Annual Town Meeting held May 21, 1990, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Middle School on Wednesday, May 23, 1990, at 7:30 P.M.

Checklists were used and 275 voters were checked on the list as being present, including 235 Town Meeting Members.

Rev. Paul C. Clayton, Pastor, Congregational Church of Needham, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Discussion under Article 36 (Operating Budget) continued with the amendment offered by Mr. John W. Lebourveau on behalf of the Needham Public Library. Mr. Lebourveau's amendment had been placed on the floor on Monday, May 21, 1990 and had not been disposed of.

The Moderator announced his plan to allow each Department Head to address the reductions in his/her budget proposed by Mr. Lebourveau's amendment.

The following individuals addressed the proposed line item reductions in their budgets: Carl Valente, Executive Secretary, Board of Selectmen; Theodora K. Eaton, Town Clerk, Board of Registrars; David S. Tobin, Town Counsel; Gary Uhl, Chairman, Personnel Board; Lois M. Duffy, Administrative Clerk, Board of

Assessors; Carl Valente, Department of Finance; James C. Brierley, Jr., Chairman, Finance Committee; Evelyn M. Pones, Treasurer, Contributory Retirement; John E. Gamel, Claire Kroll Fusaro, David Summergrad, members of the School Committee; Mark Tobin, representative of the Minuteman Technical School; Police Chief William G. Slowe; Fire Chief Robert DiPoli and Robert A. MacEwen, Director of Public Works.

The following departments agreed to small reductions in the budgets for the benefit of the Needham Public Library: Town Clerk/Board of Registrars, Personnel Board and Board of Assessors. The remaining departments did not agree on further reductions to their budgets. Mr. Carl Valente expressed concern that most of the budgets had been level funded and could not be reduced any more. Mr. James C. Brierley, Jr., Chairman, Finance Committee, opposed this amendment. He explained that the Finance Committee took an entire year to prepare this budget and urged rejection of the entire amendment.

Mrs. Claire Kroll Fusaro, member, School Committee, advised that the School Committee is known for sound fiscal management. She stated that the Finance Committee thanked the School Committee last year for submitting a budget amounting to \$400,000, less than anticipated. She asked for support of the bottom line of the education budget. Also speaking in support of the School budget were John E. Gamel, Chairman, and David Summergrad, member. Mr. Summergrad explained that the School Committee cut its budget upon request from the Finance Committee. The School Committee has a moral obligation to present a budget which is best for the students of Needham. According to Mr. Summergrad, the Committee has cooperated, but there is a limit. He urged support to maintain the School budget.

Mr. Mark Tobin, representative on the Minuteman Regional Vocational Technical School Committee, advised that it has had level-funded budget for two years. The enrollment from the Town of Needham has increased and State aid has decreased. The level funding has been achieved by staff reductions and lowered share of health costs. He noted that there are 51 Needham students attending Minuteman this year.

Police Chief William G. Slowe advised that the Police Department cannot be cut any more than it has. There are two dimensions to safety - public safety and officer safety. The ratio of police officers to residents is the lowest it has been since the 1960s. This means less coverage, slower response time and lower morale. Additional cuts would cause serious jeopardy to the Town of Needham.

Fire Chief Robert DiPoli indicated that he has spent his first year as Fire Chief trying to establish credibility. He has saved money over the year, reduced overtime, ran short-handed and made cuts. With the existing cuts in the Fire Department, Mutual Aid will be affected as well as the ambulance service. Additional cuts will leave our Town in jeopardy.

Mr. Robert A. MacEwen, Director, Department of Public Works, indicated that the cuts in the Department of Public Works represented in the Library handout do not seem like much. However, the Public Works budget has already been cut by over \$300,000. He indicated that his department has been level funded for several years and it is losing the equivalent of ten people. He also noted that services are decreasing, proficiency dropped, roads let go, and Town Meeting has just passed mandatory recycling with no funds to carry out this project.

Mr. James C. Brierley, Jr., Chairman, advised Town Meeting Members that they now share a bond with the Finance Committee. Town Meeting Members shared (in two hours) a small microcosm of what the Finance Committee has been doing over the last seven months. The Finance Committee did not make reductions lightly. It's been a very difficult period of time. The School Committee cut its budget by \$1.4 million. That is the equivalent of three libraries. The Town needs a certain level of education and it's not the same as when we were in school. Cuts in the Police and Fire Departments are risks to public safety. It is simple mathematics: if you cut people in those departments, you're cutting a safety

factor in the Town. Cuts in the Library were to fund specific safety areas. The more cuts you make, the more risks you take. The Town will not loose a life with cuts to the Library. That was the rationale of the Finance Committee. If you take any more money away from Police and Fire you are increasing the risk factor. Mr. Brierley urged defeat of Mr. Lebourveau's amendment on behalf of the Finance Committee.

Mr. Robert D. Hall, Jr., Library Trustee, explained that he will address the budget as a whole and not line by line. He does not agree with Mr. Lebourveau's method, but does agree with the goal of restoring funds to the Library.

In response to a point of order raised by Mr. Richard W. Gatto, the Moderator advised that Mr. Hall will oppose Mr. Lebourveau's motion to amend and offer his own amendment.

Mr. Hall continued by indicating the need to restore vital funds to Police, Fire, Library, Council on Aging, and school transportation by cutting funds in areas where there is some perceived fat. He advised that his amendment will propose specific line item reductions to be transferred into the Reserve Fund and ultimately to be transferred to other specific line items.

Mrs. Joyce S. Rockmore requested that in the future all overrides are unbundled thereby giving the voters a choice. Mrs. Joan D'Arcy Sheridan suggested reducing the school legal and transportation fees for Special Education students and fund several needed areas.

Dr. Frederick Tirrell, Superintendent of Schools, indicated that the School Department has an obligation to teach all Needham's students in the most appropriate setting. Of the over 400 special needs students, only 37 students are taught outside of Needham.

After a brief discussion, Mr. Lee B. Manning moved the previous question on Mr. Lebourveau's motion to amend. The motion to move the previous question was presented and carried by voice vote.

Mr. Lebourveau's motion to amend Article 36 (Operating Budget) was presented, but it failed to pass by voice vote.

A motion to amend the line items under Article 36 (Operating Budget) was offered by Mr. Robert D. Hall, Jr. (presented on page 76).

The following motion to amend Mr. Hall's motion to amend was offered by Mrs. Doris O. Waldstein: To amend Line Item #179 Community Center to Line Item #150 Salaries increasing \$56,916. by \$2,600.

At 10:55 P.M., Mr. William M. Powers moved that the meeting stand adjourned until Monday, May 28, 1990, at 7:30 P.M. at the Newman Middle School, but it failed to pass by voice vote.

Under Line Item #12 Street Lighting, Mr. Patrick Alessi, resident, advised that by changing the street lamps from mercury to sodium, the Town would realize a savings of approximately \$80,000. the first year and ultimately \$130,000. once all lamps are changed. Mr. Robert A. MacEwen, Director of Public Works, thanked Mr. Alessi for bringing this matter to the attention of the Town. However, it will take some time to convert all the street lamps in the Town. He further noted that to change all the lamps at once would cost the Town approximately \$94,000.

Mr. Hall addressed each Line Item amendment. He expressed concern that in five years the School budget has increased from \$17 million for 4,002 students to \$20 million for 3,587 students and from 438 employees to 418 employees. There are less teachers and less students, but more money budgeted.

After a lengthy discussion, Mr. Frederick Waldman moved the previous question and it was so voted unanimously.

Mrs. Waldstein's motion to amend was presented, but it failed to pass by voice vote.

Mr. Hall's motion to amend was presented, but it failed to pass by voice vote.

At 11:33 P.M. Mr. Lee B. Manning moved that the meeting stand adjourned until Tuesday, May 29, 1990 at 7:30 P.M. at the Newman Middle School. Mrs. Sheila Pransky advised Town Meeting of an important meeting scheduled for that night regarding the Hillside School.

A motion to amend was offered by Mr. Daniel P. Matthews to adjourn the meeting to Wednesday, May 30, 1990.

A motion to amend was offered by Mr. Frederick Waldman to adjourn the meeting to Thursday, May 24, 1990. Mr. Richard S. Creem advised Town Meeting of an important meeting scheduled for that night between the Town and the MBTA.

A motion to amend was offered by Mrs. Sheila Pulver to adjourn the meeting to Monday, May 28, 1990.

A motion to amend was offered by Mr. George Tarallo to adjourn the meeting to Wednesday, May 30, 1990 and Thursday, May 31, 1990.

A motion to move the previous question was offered by Mr. Donald F. Russell. The motion was presented and carried unanimously by voice vote.

Mr. Waldman's motion to amend to adjourn to Thursday, May 24, 1990 was presented, but it failed to pass by voice vote.

Mrs. Pulver's motion to amend to adjourn to Monday, May 28, 1990 was presented, but it failed to pass by voice vote.

Mr. Manning's motion to adjourn to Tuesday, May 29, 1990 was presented, but it failed to pass by voice vote.

Mr. Matthew's motion to amend to adjourn to Wednesday, May 30, 1990 was presented and carried by voice vote.

Mr. Tarallo's motion to amend to adjourn to Wednesday, May 30, 1990 and Thursday, May 31, 1990 was presented, but it failed to pass by voice vote.

VOTED: That the meeting stand adjourned until Wednesday, May 30, 1990 at 7:30 P.M. at the Newman Middle School.

Theodora K. Eaton, CMC,
Town Clerk

ADJOURNED ANNUAL TOWN MEETING

May 30, 1990

Pursuant to adjournment of the Annual Town Meeting held May 23, 1990, the Inhabitants of the town of Needham qualified to vote in Town Affairs met in the Newman Middle School on Wednesday, May 30, 1990, at 7:30 P.M.

Checklists were used and 269 voters were checked on the list as being present, including 233 Town Meeting Members.

Mr. Paul Gardner of the First Church of Christ Scientist gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Discussion under Article 36 (Operating Budget) commenced with the Moderator advising that the Finance Committee would be amending several line items under the Police Department and the Council on Aging.

ANNUAL TOWN MEETING - May 23, 1990 TABLE

| LINE ITEM NUMBER & NAME | PRESENT AMOUNT | PROPOSED AMENDMENT | FUNDS TO BE TRANSFERRED OUT | TRANSFER TO LINE ITEM | FUNDS TO BE TRANSFERRED IN | TRANSFERRED FROM LINE ITEM | REASON FOR TRANSFER |
|-------------------------------|-------------------|-----------------------|--------------------------------------|-----------------------------|-------------------------------------|----------------------------------|---------------------------|
| SELECTMEN | | | | | | | |
| #12 Street Lighting | \$350,000 | \$270,000 | \$80,000 | #51 Reserve Fund | | | Use Sodium Lamps |
| SELECTMEN-TOTAL | \$781,241 | \$701,241 | | | | | |
| PERSONNEL | | | | | | | |
| #26 Salaries | \$66,821 | \$65,016 | \$1,805 | #51 Reserve Fund | | | Level Funding |
| #27 Purchase of Services | \$10,685 | \$5,000 | \$5,685 | #51 Reserve Fund | | | Cut Advertising |
| PERSONNEL-TOTAL | \$80,081 | \$72,591 | | | | | |
| SCHOOLS | | | | | | | |
| #58 Salaries | \$16,112,000 | \$15,622,264 | \$489,736 | #51 Reserve Fund | | | Cut Adm. Salaries |
| #59 Administration | \$116,835 | \$112,785 | \$4,050 | #51 Reserve Fund | | | Level Funding |
| #53 Transportation | \$406,485 | \$388,485 | | | \$182,000 | #51 Reserve Fund | Restore School Bus |
| SCHOOLS-TOTAL | \$19,949,121 | \$19,637,335 | | | | | |
| POLICE | | | | | | | |
| #73 Salaries-Regular | \$1,855,869 | \$1,903,291 | | | \$47,422 | #51 Reserve Fund | Add Policemen |
| #82 Operating Expenses | \$154,052 | \$172,052 | | | \$18,000 | #51 Reserve Fund | Override Request |
| POLICE-TOTAL | \$2,474,728 | \$2,540,150 | | | | | |
| FIRE | | | | | | | |
| #88 Salaries-Regular | \$2,215,893 | \$2,251,219 | | | \$35,326 | #51 Reserve Fund | Add Firemen |
| #92 Capital Outlay | \$20,518 | \$22,508 | | | \$1,990 | #51 Reserve Fund | Override Request |
| #94 Purchase of Services | \$87,363 | \$90,263 | | | \$2,900 | #51 Reserve Fund | Override Request |
| FIRE-TOTAL | \$3,031,819 | \$3,072,035 | | | | | |
| YOUTH COMMISSION | | | | | | | |
| #148 Salaries | \$70,702 | \$0 | \$70,702 | #51 Reserve Fund | | | Redundant Services |
| #149 Expenses | \$270 | \$0 | \$270 | #51 Reserve Fund | | | Redundant Services |
| YOUTH COMMISSION-TOTAL | \$70,972 | \$0 | | | | | |
| COUNCIL ON AGING | | | | | | | |
| #179 Community Center | \$0 | \$2,600 | | | \$2,600 | #51 Reserve Fund | Level Funding |
| COUNCIL ON AGING-TOTAL | \$67,051 | \$69,651 | | | | | |
| LIBRARY | | | | | | | |
| #161 Salaries | \$279,854 | \$509,054 | | | \$229,200 | #51 Reserve Fund | Return Basic Serv. |
| #162 Purchase of Services | \$51,800 | \$75,550 | | | \$23,750 | #51 Reserve Fund | Return Basic Serv. |
| #163 Books & Periodicals | \$0 | \$103,000 | | | \$103,000 | #51 Reserve Fund | Return Basic Serv. |
| #165 Expenses | \$13,700 | \$19,760 | | | \$6,060 | #51 Reserve Fund | Return Basic Serv. |
| LIBRARY-TOTAL | \$345,354 | \$707,364 | (\$652,248) | | (\$652,248) | | |

A motion to amend the following line items was offered by Mr. Paul Theodore Owens:

| | | | | |
|---------------|--------------|--------------|----|--------------|
| Line Item 073 | changed from | \$1,855,869. | to | \$1,888,318. |
| Line Item 074 | changed from | \$306,330. | to | \$293,660. |
| Line Item 076 | changed from | \$83,477. | to | \$81,477. |
| Line Item 082 | changed from | \$154,052. | to | \$153,202. |
| Line Item 150 | changed from | \$56,916. | to | \$58,450. |
| Line Item 151 | changed from | \$10,135. | to | \$8,601. |
| Line Item 051 | changed from | \$704,595. | to | \$687,666. |

Mr. James C. Brierley, Jr., Chairman, addressed this amendment on behalf of the Finance Committee. He explained that the amendments to the Police line items provides funding for the cost of living adjustments under the Police union contract. The Police are entering the second year of a two year contract. The Council on Aging amendments are reallocating existing funds.

Mr. Owen's motion to amend was presented and carried by voice vote.

A motion to amend the following line items was offered by Mr. Lee B. Manning:

| | | | | |
|---------------|--------------|---------------|----|---------------|
| Line Item 058 | changed from | \$16,112,000. | to | \$15,912,031. |
| Line Item 161 | changed from | \$279,854. | to | \$427,000. |
| Line Item 162 | changed from | \$51,800. | to | \$62,354. |
| Line Item 163 | changed from | \$0. | to | \$40,000. |
| Line Item 165 | changed from | \$13,700. | to | \$16,000. |

Mr. Manning explained that his amendment would reduce the Education Salaries by 1% and increase hours of operation in the Library to 46 hours per week.

Mr. John E. Gamel, Chairman, School Committee, expressed concern that the School budget has already been reduced by \$1.5 million.

In response to Mrs. Doris O. Waldstein, Mr. John W. Lebourveau, Chairman of the Library Trustees, advised that the Library budget would have to be within 10% of last year's budget in order to retain membership in the Minuteman Library network.

In response to Mrs. Diane S. Webber's inquiry, Mrs. Elizabeth L. Rich, Library Director, explained that the only other town known to her that is facing severe budgetary reductions is Holyoke. She is not aware of any towns in the Minuteman Library network facing such reductions.

In response to Mr. Gerald R. Browne's inquiry regarding 10% raises, Mr. John E. Gamel, Chairman, School Committee, explained that salary negotiations with the teachers are pending and that there is 5% amounts allowable for central administration and unorganized employees. In response to Mr. Howard B. Bacon, he advised that the total amount set aside for increases in school cost of living adjustments is approximately \$700,000.

Mr. Russell S. Broad, Jr. supported Mr. Manning's amendment to add more money to the Library. However, he advised that the time has come for tax spenders to get their heads out of the sand. With four years of deficit spending, a 5% raise is unacceptable this year.

Mrs. Claire Kroll Fusaro, School Committee member, advised that there is no guarantee that the proposed \$200,000. cut would come from the Education Salaries line item. Town Meeting can only amend the bottom line of the School Budget. She reiterated that the School Committee has certain figures on the negotiating table with the teachers which they are obligated to honor.

After a brief discussion, Mr. Richard L. Malconian moved the previous question on Mr. Manning's motion to amend. The motion was presented and carried by voice vote.

Mr. Manning's motion to amend was presented, but it failed to pass by voice vote.

Under Line Item No. 089, a motion to amend was offered by Mrs. Sarah Ann Toran to reduce the Fire Salaries - Overtime by \$200,000. and to add the said sum to Line Item No. 088 Fire Salaries - Regular.

Mrs. Toran noted that she was concerned with the loss of firemen. Mrs. Marcia M. Carleton, Chairman, explained that the Board of Selectmen must continue with the existing firefighters' contract. She also noted that the Legislature has reinstituted binding arbitration which may cause additional problems in negotiating union contracts.

Fire Chief Robert DiPoli advised that while he is in favor of saving jobs, overtime funds are needed to cover staff reductions. He further explained that overtime costs have decreased since 1985 and that 50% of those costs cover vacations.

Mrs. Sheila G. Pransky questioned the cost of restoring three to five firefighters and how real is the money in the Reserve Fund. In response, Fire Chief DiPoli noted that it cost \$28,000. per position. Mr. James C. Brierley, Jr., Chairman, Finance Committee, advised that approximately \$300,000. is set aside yearly in the Reserve Fund as a prudent form of fiscal management. This money is needed to provide for unexpected contingencies such as snow emergency or legal fees. The remaining \$300,000. to \$400,000. will be available for any cost of living adjustments Town Meeting determines is appropriate and unemployment compensation costs.

In response to Mr. William M. Powers, Mr. Brierley concurred that a Special Town Meeting could be called after July 1, 1990 if, in fact, the \$1.2 million in State Aid is received. Those funds could then be allocated to fund the various departments whose budgets were substantially reduced. As far as a percentage for cost of living adjustment, Mr. Brierley indicated that there are many options. However, if you want to retain all employees, there can be no raises.

Mrs. Marcia M. Carleton, Chairman, advised that the Board of Selectmen have tentatively planned a Special Town Meeting in the Fall. She also noted that the Board must go back to the bargaining table and will do the best they can, but they also have to please the bargaining unit. She cautioned that each community may receive the withheld State Aid by the end of June or the first of July. However, the State could use that money as part of the Fiscal Year 1992 proposed State Aid.

A motion to move the previous question on Mrs. Toran's motion to amend was offered by Mr. James Hugh Powers. Mr. Powers motion was presented and carried by voice vote.

Mrs. Toran's motion to amend was presented, but it failed to pass by voice vote.

The Moderator announced that he has three motions to amend Line Item No. 51 Reserve Fund and asked for any other motions seeking to transfer funds from the Reserve Fund. The following motions were offered:

A motion to amend the following line items was offered by Mr. Eric W. Fleming:

| | | | | |
|---------------|--------------|--------------|----|--------------|
| Line Item 073 | changed from | \$1,888,318. | to | \$1,934,485. |
| Line Item 076 | changed from | \$81,477. | to | \$81,977. |
| Line Item 082 | changed from | \$153,202. | to | \$155,202. |
| Line Item 088 | changed from | \$2,215,893. | to | \$2,262,060. |
| Line Item 094 | changed from | \$87,363. | to | \$7,863. |
| Line Item 095 | changed from | \$131,945. | to | \$133,945. |
| Line Item 114 | changed from | \$515,273. | to | \$529,427. |
| Line Item 116 | changed from | \$1,202,755. | to | \$1,209,755. |
| Line Item 117 | changed from | \$396,912. | to | \$405,332. |
| Line Item 120 | changed from | \$388,246. | to | \$396,878. |
| Line Item 125 | changed from | \$378,798. | to | \$388,258. |
| Line Item 126 | changed from | \$266,079. | to | \$267,079. |
| Line Item 161 | changed from | \$279,854. | to | \$311,020. |
| Line Item 162 | changed from | \$51,800. | to | \$53,800. |
| Line Item 163 | changed from | \$0. | to | \$15,000. |
| Line Item 165 | changed from | \$13,700. | to | \$14,200. |
| Line Item 051 | changed from | \$687,666. | to | \$493,000. |

Under Line Item 051 Reserve Fund, a motion to amend was offered by Mr. Lee B. Manning to reduce the Reserve Fund by \$114,152, and to transfer said sum to Line Item No. 088 Fire Salaries - Regular.

Under Line Item 051 Reserve Fund, a motion to amend was offered by Mr. Lee B. Manning to reduce the Reserve Fund by \$121,120, and to transfer said sum to the following line items under the Police budget: Line Item 073 - \$108,662., Line Item 074 - \$7,908., and Line Item 082 - \$4,550.

Under Line Item 051 Reserve Fund, a motion to amend was offered by Mrs. Betsy M. Tedoldi that \$15,000. be transferred from the Reserve Fund to Line Item 150 to partially restore funds to the Council on Aging.

Under Line Item 051 Reserve Fund, a motion to amend was offered by Mr. John J. Ryan to reduce the Reserve Fund by \$40,000. and to transfer said sum to the following line items: Line Item 128 - \$11,345., Line Item 129 - \$750., and Line Item 130 - \$27,905. to partially restore the Minibus service until the Fall Special Town Meeting.

Under Line Item 051 Reserve Fund, a motion to amend was offered by Mrs. Sheila G. Pransky that \$56,000. be transferred from the Reserve Fund to Line Item 088 Fire Salaries - Regular to restore two firefighters.

Under Line Item 051 Reserve Fund, a motion to amend was offered by Mr. John W. Lebourveau that \$139,000. be transferred from the Reserve Fund to Line Item 161 Library - Salaries to restore the payroll of six employees.

A motion to not transfer any monies from Line Item 051 Reserve Fund was offered by Mr. Gerald R. Browne.

After a brief discussion, Mr. John F. Connell moved the previous question on Mr. Browne's motion and all motions to amend. Mr. Connell's motion was presented and carried unanimously by voice vote.

Mr. Browne's motion was presented and carried by voice vote.

A motion to move the previous question on the main motion under Article 36 (Operating Budget) was offered by Mr. Thomas O. Bean. The motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented, and the Moderator was still in doubt. The motion was again presented and carried by a count of hands. The hand count was Yes 167 - No 50.

ACTION: The main motion, as amended, was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 188 - No 30.

The Moderator announced that he has several additional motions under Article 36 that will be presented at this time since he has not declared the Article disposed of.

The following motion to amend was offered by Mr. Paul Theodore Owens:

Under Line Item 113, that \$38,000. be transferred from the Stabilization Fund to partially fund Equipment Replacement in the Department of Public Works.

Under Line Item 73, that \$24,000. be transferred from the Parking Meter Fund to partially fund Police salaries.

Under Line Item 115, that \$36,000. be transferred from the Parking Meter Fund to partially fund Salaries in the Department of Public Works.

Under Line Item 145, that \$10,000. be transferred from the Parking Meter Fund to partially fund Salaries in the Veterans' Services Department.

Under Line Item 51, that \$95,000. be transferred from the Overlay Surplus Fund to partially fund the Reserve Fund.

Mr. Owen's motion to amend was presented and carried unanimously by voice vote.

Under Line Item 58 Education Salaries, a motion to amend was offered by Mr. Daniel P. Matthews that \$350,000. be transferred from the Education Salaries line item to Line Item Reserve Fund.

Mr. Matthews suggested that Town Meeting precipitously adopted the budget. He expressed concern that Town Meeting Members did not have the patience to go through the budget line by line. Mr. Matthews motion would require that unorganized groups in the School Department be treated in a similar manner as various departments in General Government. He also expressed concern that there is no money for capital improvements in the School budget. This amendment would compel the School Committee to do some hard bargaining. If there was money left over, perhaps they could restore some buses or fund future capital improvements. He suggested that public education needs to be candid, needs to meet the needs of the students, and must best use the resources available.

Mr. John E. Gamel, Chairman, School Committee, expressed concern that Mr. Matthews was not available during the month spent working on the budget process. He indicated that the School Committee hears Town Meeting's message.

Mr. Matthews' motion to amend was presented, but it failed to pass by voice vote. Mr. Matthews rose to request a count of hands and was joined by more than seven (7) Town Meeting Members. The motion was again presented, but it failed to pass by a count of hands. The hand count was Yes 88 - No 94.

The following motion to amend was offered by Mr. James Hugh Powers:

That the main motion offered by the Finance Committee under Article 36 of the Warrant for the 1990 Annual Town Meeting, heretofore amended, appropriating funds for the operations of Town officers, departments, boards, committees and commissions, for the payment of principal and interest due on the debt of the Town, and for other municipal purposes, be amended by inserting at the end of such motion the following emergency preamble:

Preamble. - This vote is declared to be an emergency measure necessary for the immediate preservation of the peace, health, safety and convenience of the Town, under the provisions of Section 13 of the Needham Special Home Rule Charter Act (Acts of 1971, c. 403, as amended).

Mr. James Hugh Powers explained that the Charter provides for a referendum on Town Meeting action within 20 days of the dissolution of the Annual Town Meeting with certain exceptions. He indicated that Town Meeting should not risk having a referendum on this budget. The voters have voted on this subject. He urged adoption of the preamble.

Mr. Powers' motion was presented and carried by voice vote. (See further vote below.)*

The following resolution under Article 36 was offered by Mr. James Hugh Powers:

That it is the sense of this Annual Town Meeting that the Board of Selectmen give consideration to presenting to the voters of the Town in late September or early October of the current year one or more "Proposition 2½" override questions for the funding of the public schools, the public library, and public safety services and to offset any estimated loss of State aid resulting from the approval by voters of the State, at the 1990 State biennial election of the initiative petition proposed by Citizens for Limited Taxation (See house, No. 4005 of 1990).

Mr. Powers advised that Town Meeting has adopted this budget because it had to. It is not a proper budget. He indicated that we face uncertain times. If the petition of the Citizens for Limited Taxation passes in November, it would cut money out of the State budget. The State, in turn, could reduce the State aid to cities and towns. He indicated that Town Meeting should advise the Board of Selectmen to call for an override election in the Fall if necessary.

After a brief discussion, Mr. Richard L. Malconian moved the previous question on Mr. Powers' resolution. The motion was presented and carried by voice vote.

Mr. Powers' resolution was presented, but the Moderator was in doubt as to the voice vote. The resolution was again presented and carried by voice vote.

* The Moderator advised that Mr. Powers' motion to adopt the preamble at the beginning of Article 36 required a two-thirds vote, and since the original vote was not unanimous, the vote must be taken again. The motion to adopt the preamble was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was yes 181 - No 7.

The following resolution was offered by Mr. William M. Powers:

In anticipation of additional revenue to the Town - including certified free cash and payment of State Aid previously withheld by the State - it is the will of this Town Meeting that a Special Town Meeting should be called during the fall, at an appropriate time as determined by the Board of Selectmen; and that a sum of \$400,000. for library services be included in the Finance Committee recommendations - followed by supplemental appropriations for police, fire and education.

Mrs. Diane P. Matthews expressed concern that this resolution limited the disbursement of funds to several departments and suggested that the Minibus and cost of living adjustments be included.

Mr. William M. Powers' resolution was presented, but the Moderator was in doubt as to the voice vote. The resolution was again presented and carried by voice vote.

VOTED: Preamble. - This vote is declared to be an emergency measure necessary for the immediate preservation of the peace, health, safety and convenience of the Town, under the provisions of Section 13 of the Needham Special Home Rule Charter Act (Acts of 1971, c. 403, as amended).

That the Town raise and appropriate for the necessary Town charges and expenses as follows:

BOARD OF SELECTMEN

| | |
|------------------------|------------|
| 1. Salaries | \$174,091. |
| 2. Telephone Charges | 0. |
| 3. Expenses | 159,650. |
| 4. Town Meetings | 0. |
| 5. Capital Outlay | 3,000. |
| 6. Travel Out of State | 0. |
| 12. Street Lighting | 350,000. |
| 14. Garbage | 94,500. |

TOWN CLERK:

| | |
|-------------------------|-----------|
| 15. Salaries | \$69,030. |
| 16. Expenses | 4,000. |
| 17. Travel Out of State | 55. |

BOARD OF REGISTRARS:

| | |
|--------------------------|---------|
| 19. Salaries | 43,249. |
| 20. Expenses | 20,230. |
| 21. Tellers & Canvassers | 17,250. |
| 22. Capital Outlay | 0. |

LEGAL:

| | |
|------------------|---------|
| 23. Salaries | 41,148. |
| 24. Expenses | 4,630. |
| 25. Special Fees | 88,920. |

PERSONNEL:

| | |
|--------------------------|---------|
| 26. Salaries | 66,821. |
| 27. Purchase of Services | 10,685. |
| 28. Expenses | 2,575. |

ASSESSORS:

| | |
|--------------------|----------|
| 29. Salaries | 174,378. |
| 30. Expenses | 8,950. |
| 31. Revaluation | 35,423. |
| 32. Capital Outlay | 1,000. |

FINANCE DEPARTMENT:

| | |
|---|------------|
| 7. Insurance General | 548,480. |
| 8. Insurance Group Life A & H | 3,154,000. |
| 9. Worker's Compensation | 438,000. |
| 10. Property & Casualty Self Insurance | 12,000. |
| 11. Uniformed Services Medical Payments | 82,000. |
| 13. Unemployment Compensation | 30,000. |
| 33. Salaries | 498,023. |
| 34. Purchase of Service/Outlay | 124,150. |
| 35. Travel Out of State | 1,200. |
| 36. Expenses | 410,794. |
| 37. Capital Outlay | 5,650. |
| 44. Maturing Bonds | 1,071,000. |
| 45. Bond Interest | 187,711. |

FINANCE COMMITTEE:

| | |
|--|----------|
| 49. Salaries | 11,047. |
| 50. Expenses | 700. |
| 51. Reserve Fund | 687,666. |
| (Raised by transfer of \$95,000. from the Overlay Surplus Fund and the balance of \$592,666. from the current tax levy.) | |

CONTRIBUTORY RETIREMENT:

| | |
|-------------------|------------|
| 52. Salaries | 36,588. |
| 53. Contributions | 3,071,562. |
| 54. Expenses | 3,140. |

NON-CONTRIBUTORY RETIREMENT:

| | |
|----------------------------|----------|
| 56. Chapter 32 Retirements | 222,000. |
| 57. Past Service Liability | 0. |

EDUCATION:

| | |
|---------------------------|-------------|
| 58. Salaries | 16,112,000. |
| 59. Administration | 116,835. |
| 60. Instruction | 720,762. |
| 61. Other School Services | 88,911. |
| 62. Cafeteria Assistance | 0. |
| 63. Transportation | 406,485. |
| 64. Operation/Maintenance | 885,300. |
| 65. Community Service | 82,325. |
| 66. Fixed Assets | 0. |
| 67. Tuitions | 1,082,709. |
| 68. Travel Out of State | 0. |
| 71. Capital Outlay | 0. |

MINUTEMAN VOCATIONAL TECH:

| | |
|----------------|----------|
| 72. Assessment | 453,794. |
|----------------|----------|

POLICE:

| | |
|--|------------|
| 73. Salaries - regular | 1,888,318. |
| (Raised by transfer of \$24,000. from the Parking Meter Fund and the balance of \$1,864,318. from the current tax levy.) | |
| 74. Salaries - overtime | 293,660. |
| 75. Education and Career Incentive | 0. |
| 76. In-service Training | 0. |
| 76. Purchase of Services | 81,477. |
| 77. Capital Outlay | 75,000. |
| 78. Travel Out of State | 0. |
| 79. Auto Maintenance | 0. |

POLICE (Continued):

| | | |
|-----|-----------------------|----------|
| 80. | Building Maintenance | 0. |
| 81. | Communications | 0. |
| 82. | Operating Expenses | 153,202. |
| 84. | Uniforms | 0. |
| 85. | Crime Check Committee | 0. |
| 86. | Animal Control | 0. |
| 87. | F.B.I. Academy | 0. |

FIRE:

| | | |
|-----|--------------------------------|------------|
| 88. | Salaries - regular | 2,215,893. |
| 89. | Salaries - overtime | 445,000. |
| 90. | Education and Career Incentive | 25,000. |
| 91. | In-service Training | 97,000. |
| 92. | Capital Outlay | 20,518. |
| 93. | Travel Out of State | 1,750. |
| 94. | Purchase of Services | 87,363. |
| 95. | Equipment and Supplies | 131,945. |
| 96. | Salaries O/T Alarm Div. | 7,350. |

CIVIL DEFENSE:

| | | |
|------|----------------|---------|
| 98. | Salaries | 2,000. |
| 99. | Expenses | 15,147. |
| 100. | Capital Outlay | 0. |

BUILDING:

| | | |
|------|----------------|----------|
| 101. | Salaries | 119,713. |
| 102. | Expenses | 4,205. |
| 103. | Capital Outlay | 0. |

SEALER OF WEIGHTS & MEASURES:

| | | |
|------|----------|--------|
| 104. | Salaries | 6,941. |
| 105. | Expenses | 1,558. |

DEPARTMENT OF PUBLIC WORKS:**Administration:**

| | | |
|------|---------------------|----------|
| 106. | Salaries | 156,684. |
| 107. | Expenses | 7,460. |
| 108. | Travel Out of State | 0. |

Engineering:

| | | |
|------|----------|----------|
| 109. | Salaries | 232,530. |
| 110. | Expenses | 5,085. |

Garage & Equipment:

| | | |
|--|-----------------------|----------|
| 111. | Salaries | 170,447. |
| 112. | Expenses | 102,885. |
| 113. | Equipment Replacement | 283,919. |
| (Raised by transfer of \$38,000. from the Stabilization Fund and the balance of \$245,919. from the current tax levy.) | | |

Highway:

| | | |
|--|-------------------------------|------------|
| 114. | Salaries | 515,273. |
| 115. | Salaries - Parking Meter Fund | 36,000. |
| (Raised by transfer of \$36,000. from the Parking Meter Fund.) | | |
| 116. | Expenses | 1,202,755. |

Park Division:

| | | |
|------|----------------|----------|
| 117. | Salaries | 396,912. |
| 118. | Expenses | 106,730. |
| 119. | Capital Outlay | 0. |

Sewer:

| | | |
|------|-------------------|------------|
| 120. | Salaries | 388,246. |
| 121. | Expenses | 111,400. |
| 122. | House Connections | 0. |
| 180. | MWRA | 1,907,135. |

Snow & Emergency:

| | | |
|------|---------------------|--------|
| 123. | Salaries - Overtime | 60,000 |
| 124. | Expenses | 90,000 |

Water:

| | | |
|------|------------------------------|---------|
| 125. | Salaries | 378,798 |
| 126. | Expenses | 266,079 |
| 127. | Main Extensions/New Services | 20,000 |
| 181. | MWRA | 52,876 |

MINI-BUS:

| | | |
|------|--------------|---|
| 128. | Salaries | 0 |
| 129. | Expenses | 0 |
| 130. | Bus Contract | 0 |

BOARD OF HEALTH:

| | | |
|------|--|---------|
| 135. | Salaries | 181,349 |
| 136. | Capital Outlay | 0 |
| 137. | Travel Out of State | 500 |
| 138. | Expenses | 10,000 |
| 139. | Purchase of Services | 86,504 |
| 141. | Mental Health | 0 |
| 142. | Mentally Retarded Charles River Workshop | 0 |

VETERANS' SERVICES:

| | | |
|---|-----------------------------|--------|
| 145. | Salaries | 37,214 |
| (Raised by transfer of \$10,000. from the Parking Meter Fund and the balance of \$27,214. from the current tax levy.) | | |
| 146. | Expenses and Transportation | 1,000 |
| 147. | Benefits | 41,000 |
| 184. | Expenses, Parking | 2,675 |

YOUTH COMMISSION:

| | | |
|------|----------------|--------|
| 148. | Salaries | 70,702 |
| 149. | Expenses | 270 |
| 143. | Capital Outlay | 0 |

COUNCIL ON AGING:

| | | |
|------|------------------|--------|
| 150. | Salaries | 58,450 |
| 151. | Expenses | 8,601 |
| 178. | Capital Outlay | 0 |
| 179. | Community Center | 0 |

PLANNING BOARD:

| | | |
|------|---------------------|--------|
| 152. | Salaries | 65,736 |
| 153. | Expenses | 4,900 |
| 154. | Capital Outlay | 0 |
| 185. | Travel Out of State | 0 |

CONSERVATION COMMISSION:

| | | |
|------|----------------------|-------|
| 155. | Salaries | 5,775 |
| 156. | Expenses | 625 |
| 157. | Purchase of Services | 4,023 |

BOARD OF APPEALS:

| | | |
|------|----------------|-------|
| 158. | Salaries | 4,869 |
| 159. | Expenses | 3,100 |
| 144. | Capital Outlay | 0 |

HISTORICAL COMMISSION:

| | | |
|------|----------|-----|
| 160. | Expenses | 555 |
|------|----------|-----|

LIBRARY:

| | | |
|------|----------------------|---------|
| 161. | Salaries | 279,854 |
| 162. | Purchase of Services | 51,800 |
| 163. | Books & Periodicals | 0 |
| 164. | Building Maintenance | 0 |
| 165. | Expenses | 13,700 |
| 166. | Capital Outlay | 0 |
| 167. | Travel Out of State | 0 |

PARK AND RECREATION:

| | | |
|------|---------------------|---------|
| 172. | Salaries | 229,842 |
| 173. | Expenses | 62,135 |
| 174. | Travel Out of State | 500 |
| 018. | Capital Outlay | 0 |

MEMORIAL PARK:

| | | |
|------|----------------|-----|
| 175. | Expenses | 650 |
| 176. | Capital Outlay | 0 |

Be it resolved: That it is the sense of this Annual Town Meeting that the Board of Selectmen give consideration to presenting to the voters of the Town in late September or early October of the current year one or more "Proposition 2½" override questions for the funding of the public schools, the public library, and public safety services, and to offset any estimated loss of state aid resulting from the approval by voters of the state, at the 1990 state biennial election, of the initiative petition proposed by Citizens for Limited Taxation (See House, No. 4005 of 1990).

Be it resolved: In anticipation of additional revenue to the Town - including certified free cash and payment of State Aid previously withheld by the State - it is the will of this town Meeting that a Special Town Meeting should be called during the fall, at an appropriate time as determined by the Board of Selectmen; and that a sum of \$400,000. for library services be included in the Finance Committee recommendations - followed by supplemental appropriations for police, fire and education.

At 10:55 P.M., Mr. Lee B. Manning moved that the meeting stand adjourned to Wednesday, June 6, 1990, at 7:30 P.M. at the Newman Middle School and it was unanimously voted.

TOWN CLERK'S RECORDS
RECOUNT OF VOTES CAST FOR
THE GENERAL OVERRIDE BALLOT
QUESTION

June 2, 1990

A petition having been filed for a recount of the votes cast for the General Override Ballot Question at the Special Town Election held on May 15, 1990, the recount was conducted under the provisions of Chapter 54, Section 135 of the General Laws, as amended. A canvass of all votes cast for that question was held in the Cafeteria at Newman Middle School on Saturday, June 2, 1990 at 9:00 o'clock A.M. Mrs. Deborah L. Roberts, President, League of Women Voters, Needham, and Mr. Robert D. Hall, Jr., representatives in favor of and opposed to the ballot question, respectively, were represented by counsel and by observers at each table. The recount was held under the supervision of the Board of Registrars, with the following results:

| | | |
|----|--------|-------|
| #4 | YES | 4,905 |
| #5 | NO | 4,925 |
| | Blanks | 84 |

TOTAL BALLOTS CAST 9,914

The canvass was completed at 1:45 o'clock P.M., June 2, 1990, and the ballots were repacked in containers which were sealed and placed in the custody of the Town Clerk.

Theodora K. Eaton, CMC,
Town Clerk
Clerk of the Board of Registrars

ADJOURNED ANNUAL TOWN MEETING

June 6, 1990

Pursuant to adjournment of the Annual Town Meeting held May 30, 1990, the Inhabitants of the town of Needham qualified to vote in Town Affairs met in the Newman Middle School on Wednesday, June 6, 1990, at 7:30 P.M.

Checklists were used and 242 voters were checked on the list as being present, including 208 Town Meeting Members.

Rev. Paul C. Clayton, Pastor, Congregational Church of Needham, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

A motion to reconsider Article 36 (Operating Budget) was offered by Mr. Thomas M. Harkins. He explained that his motion to reconsider would allow him to request a transfer of \$35,000. from Line Item 051 Reserve Fund to Line Item 161 Library Salaries. This \$35,000. would allow the Library to retain six people until the end of September, at which time state Aid and certified free cash might provide the Town with additional funds. He urged support of the motion to reconsider on behalf of the Library Trustees.

Mr. Daniel P. Matthews urged Town Meeting Members to have the patience to go through the budget line by line. He suggested that modest sums of money can be transferred from the Reserve Fund. Mr. John D. Fountain expressed concern with taking money which may be needed for unemployment compensation. Mr. Russell S. Broad, Jr. supported the motion to reconsider and provide funds for the Library. Mrs. Diane S. Webber opposed the motion to reconsider. She stated that the Town has had an override election, an override recount, and lengthy budgetary discussions.

Mr. Carl Valente, Executive Secretary/Finance Director, advised Town Meeting that the law requires all money to remain in the General Fund until certified by the State in late August or early September. He also noted that the Town has a surplus of \$185,000. on one hand and a deficit of \$500,000. in Motor Vehicle Excise Tax on the other hand.

Mrs. Betsy M. Tedoldi requested that funds for the Council on Aging and the Minibus be included in Mr. William M. Powers' resolution under Article 36 if the motion to reconsider is approved.

Mr. James C. Brierley, Jr., Chairman, advised that the Finance Committee would recommend that funds not be transferred from the Reserve Fund to the Library. If Town Meeting wants to transfer funds from the Reserve Fund, the Finance Committee would first recommend transfer to the Fire and Police Departments.

A motion to move the previous question on the motion to reconsider was offered by Mr. Richard L. Malconian. The motion was presented and carried by voice vote.

Mr. Harkins' motion to reconsider was presented, but failed to pass by voice vote.

ARTICLE 31

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 1990, as required by the General Laws, Chapter 41, Section 108, and as recommended by the Personnel Board.

| | |
|---------------------|-----------|
| Assessor, Chairman | \$ 1,800. |
| Assessor, Others | 1,500. |
| Selectman, Chairman | 1,800. |
| Selectmen, Others | 1,500. |
| Town Clerk | 40,000. ; |

or take any other action relative thereto.

MOVED: That the Town fix the compensation of the following elected officers of the Town as of July 1, 1990, as required by the General Laws, Chapter 41, Section 108, and as recommended by the Personnel Board.

| | |
|---------------------|-----------|
| Assessor, Chairman | \$ 1,800. |
| Assessor, Others | 1,500. |
| Selectman, Chairman | 1,800. |
| Selectmen, Others | 1,500. |
| Town Clerk | 40,000. |

A motion to amend was offered by Mr. James Hugh Powers as follows: by deleting the colon at the end of the first sentence and inserting the words "and subject to the longevity provisions of paragraph (k) Section 12 of the Consolidated Personnel By-Law."

A motion to amend was offered by Mr. Robert D. Hall, Jr. to amend the Assessor, Chairman's salary to \$1,000., the Assessor, Others to \$500., the Selectman, Chairman, to \$1,000., and the Selectmen, Others to \$500.

Mr. Charles C. Wyckoff, member, addressed this proposal on behalf of the Personnel Board. He explained that the Personnel Board originally planned to amend this salary of the Town Clerk to include a 5% cost of living adjustment, but in light of Town Meeting action, decided it was not prudent at this time. He further stated that the Personnel Board would oppose Mr. Hall's motion to amend, but would not oppose Mr. Powers' motion to amend.

Mr. Powers advised that his motion to amend was reinstating wording that had previously been in the Elected Officials Salaries article for many years. Mr. Hall indicated that under his motion to amend the salary reductions for the Assessors and Selectmen would be a good will gesture.

In response to an inquiry from Mrs. Jane A. Howard, the Moderator indicated that Town Counsel advised that a cost of living increase contingent on availability of funds could not be included in this article. However, if there is a Special Town Meeting in the Fall, a two-thirds vote would be required to increase the Town Clerk's salary.

Mr. James C. Brierley, Jr., Chairman, advised that the Finance Committee would support the existing article as printed in the Warrant.

Mr. Hall's motion to amend was presented, but it failed to pass by voice vote.

Mr. Powers' motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the Town fix the compensation of the following elected officers of the Town as of July 1, 1990, as required by the General Laws, Chapter 41, Section 108, and as recommended by the Personnel Board, and subject to the longevity provisions of Paragraph (K) section 12 of the Consolidated Personnel By-Law.

| | |
|---------------------|-----------|
| Assessor, Chairman | \$ 1,800. |
| Assessor, Others | 1,500. |
| Selectman, Chairman | 1,800. |
| Selectmen, Others | 1,500. |
| Town Clerk | 40,000. |

At 8:30 P.M. Mrs. Marcia M. Carleton moved that the Annual Town Meeting stand adjourned until such time that the Special Town Meeting called for May 21, 1990 and subsequently postponed to a time certain specifically after the disposition of Article 36 (Operating Budget) and Article 31 is either adjourned or dissolved. It was so voted unanimously.

The Moderator called the Special Town Meeting to order, declared a quorum to be present and requested the Town Clerk to so record.

ARTICLE 1

To see if the Town will vote to amend and supersede certain parts of the 1990 Operating Budget, adopted under Article 15 at the 1989 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items, determine how such amounts are to be raised and how expended; or take any other action relative thereto.

MOVED: That the Town vote to appropriate a sum of \$105,000 for the purpose of supplementing some of the line item amount appropriated under budget Article 15 of the 1989 Annual Town Meeting as amended, which are found insufficient to meet the normal costs incurred for the respective services identified with said line items as follows:

| Line Item | Appropriation | Projected Deficit |
|-----------|---------------------------|-------------------|
| 002 | Telephone Charges | \$5,000. |
| 004 | Town Meeting | 5,000. |
| 008 | Insurance, Group Life A&H | 37,000. |
| 106 | DPW Admin. Salaries | 500. |
| 114 | DPW Highway Salary | 14,000. |
| 121 | Sewer Expense | 20,000. |
| 124 | Snow & Emergency | 23,500. |

And that the above amounts be raised by transfer from the surplus reserves in the line items shown below:

| Line Item | Appropriation | Projected Surplus |
|-----------|------------------------|-------------------|
| 009 | Workers Compensation | \$25,000. |
| 012 | Street Lighting | 7,000. |
| 033 | Finance Dept. Salaries | 15,000. |
| 111 | DPW Garage Salary | 17,000. |
| 117 | DPW Parks Salary | 16,000. |
| 120 | DPW Sewer Salary | 10,000. |
| 125 | Water Salary | 15,000. |

ACTION: The main motion was presented and carried unanimously by voice vote.

At this time the Moderator announced that he had previously stated that the Special Town Meeting Articles 2, 3, and 4 would be put under the Omnibus Article along with the Personnel Board articles. He also noted that Mr. Patrick J. Hyland, Chairman, and Mr. Paul H. Attridge, member, Town Government Review Committee, have conflicting schedules and would be unable to address their proposals next week.

The Moderator responded in the affirmative to Dr. Vincent Nuccio's inquiry as to whether the Town Government Review Committee articles could be referred back to the Committee to be reported to the next Town Meeting or sooner.

In response to an inquiry from Mr. Jon D. Schneider, the Moderator advised that the Personnel articles have been available for the past two weeks. If these articles were placed as amendments under Special Town Meeting Article 2, there could be criticism that the amendments were not publicly notified in the Warrant for the Special Town Meeting.

Mr. James Hugh Powers expressed concern that the Annual Town Meeting contains no article with the subject in it relating to Town Administrator or the transfer of Personnel powers to anybody or changing procedural rules as opposed to taking the personnel articles under the Omnibus Article. Mr. Powers directed the following inquiry to Town Counsel: would we be acting illegally if the Town Meeting tried to vote on the Three Town Government Review Committee articles under the warrant of the Annual Town Meeting as opposed to taking up the resolutions in the manner the Moderator had provided and then proceeding back into the Special Town Meeting to dispose of the three articles of the Personnel Board. The Moderator advised that Town Meeting is not going to vote on the three Town Government Review Committee articles at the Annual Town Meeting. As a matter of procedure, these articles are going to be discussed only under the Omnibus Article of the Annual Town Meeting.

Under Mrs. Marcia M. Carleton's motion, unanimous consent was given to adjourn the Special Town Meeting.

The Moderator called the Annual Town Meeting to order. Under Mr. Patrick J. Hyland's motion, unanimous consent was given to advance Article 45 (Omnibus Article).

Mr. David S. Tobin, Town Counsel, addressed the three Personnel Board articles including the grievance article. He advised that the Board of Selectmen had requested his opinion on the legality of this motion. He, in turn, contacted Labor Attorney, David Grunenbaum, who stated that the proposed grievance article was a violation of M.G.L. Chapter 150E. Mr. Tobin, therefore, advised against placing this article in the Warrant. The other two personnel articles are resolution which in past practice are not printed in the Warrant and come under the Omnibus Article. Thus, he recommended that the Board of Selectmen not include these resolutions.

The Moderator advised that there is nothing that prevents a resolution being placed in the Warrant as an article. Furthermore, the Board of Selectmen have the statutory right to negotiate, but the Personnel By-Law can remain in effect and the Personnel Board can handle the grievance procedure.

Mr. Tobin further reiterated that M.G.L. Chapter 150E states that the Board of Selectmen are the bargaining agents. Whatever they bargain is the contract and this amendment violated M.G.L. Chapter 150E.

Mrs. Joan E. Adams and Mr. Michael A. Grandinetti were sworn in as tellers by the Moderator.

Mr. Patrick J. Hyland, Chairman, addressed the Town Government Review Committee's proposals under Article 2,3, and 4 of the Special Town Meeting. He summarized the process as follows: The Committee hired the professional consulting firm of Boyer, Bennett & Shaw, Inc. The consulting firm interviewed Town officials and employees and submitted a preliminary report. The Committee, in turn, interviewed various boards, officials, employees, as well as several officials in the Towns of Duxbury and Plymouth. The Committee then identified the major issues and divided those issues into two basic categories - (a) the basic management structure of Town government and (b) consolidation of departments and all other issues. The Committee then reached a number of specific conclusions. First, the Town Meeting form of government is a sound, viable structure. The overall structure is sound. Second, Needham has a long and involved reputation of citizen participation. There is some fragmentation of general government, specifically in financial and personnel areas. There is the absence of a budget process with insufficient authority to develop the budget in the executive branch. There is no linkage between budget preparation and revenue projection. The Board of Selectmen has no role in the budget process, but is responsible for setting revenues and calling for an override election if necessary. The Committee felt that the Board of Selectmen should develop the budget and present that budget to the legislative branch. We have a Finance Director that assists in the development of the budget. We feel that the executive branch should have more authority at the beginning of the budget process. The Town also needs to present a capital improvement budget and, at present, that process does not exist at all. Third, the Committee found that there is a lack of sufficient authority to administer personnel affairs. The Finance Committee and the Personnel Board are appointed by the Moderator and advisory to Town Meeting. Currently the Personnel Department is supervised by the Personnel Board. Other departments are under the executive branch. There is substantial disagreement over this matter.

Mr. Hyland pointed out the highlights of the three Town Government Review Committee articles as follows:

Article 2 establishes the position of Town Administrator; places the Finance Director and Personnel Director under the supervision of the Town Administrator; and assigns Town Administrator responsibility for management of Town financial and personnel affairs, including preparation of a complete operating budget, preparation of a five-year capital improvement budget, administration of Town finances and

maintenance of financial information, and administration of Town personnel by-laws and related personnel procedures.

Article 3 amends the Consolidated Personnel By-Law by adding the necessary references to the position of Town Administrator; makes the Personnel Director an appointee of the Board of Selectmen; defines the personnel administration duties of the Town Administrator, revises and defines the role of the Personnel Board; and eliminates the position of Executive Secretary within the classification and pay plan.

Article 4 establishes a formal review process for collective bargaining agreements negotiated under the jurisdiction of the Board of Selectmen; requires separate Personnel Board and Finance Committee recommendations to Town Meeting with respect to the funding of collective bargaining agreements; requires that Town Meeting be provided with a summary of each agreement, and be informed of the full cost of the contract, and how it is to be funded; and provides for separate Town Meeting votes with respect to the funding of collective bargaining agreements negotiated by Board of Selectmen.

Mr. Hyland advised that the Town Government Review Committee is not recommending a strong Town Administrator. The proposed Town Administrator has no authority to hire and/or fire employees. The Committee's recommendations do not remove the Finance Committee and Personnel Board as advisory boards to Town Meeting. The budget process does not change the role of the Finance Committee. The Committee envisions that all departments would submit their budgets to the Town Administrator and then on to the Board of Selectmen and the Finance Committee. In conclusion, Mr. Hyland stated that his committee has taken our guidance based on two management principles - put the authority and responsibility in the same people and employees should have a clear and direct reporting channel. Management supervisors should get the tools needed to get the job done and the legislative and policymaking branches should be separate from the executive branch. He indicated that these are not radical changes and that the checks and balances in local government will remain. He concluded by suggesting that these articles are worthy of consideration and warrant favorable action.

Mr. Paul H. Attridge, member of the town Government Review Committee, advised that the Committee spent countless hours interviewing various Town officials, boards, and employees. The apparent theme was that the daily personnel decisions must be part of the executive branch in the form of a management team. He noted that there are two other management teams in Town - the School Department and the Glover Memorial Hospital. Both have Personnel Directors as part of the management team. He advised that in the past Mr. Harold W. Noble was both the Personnel Director and the Executive Secretary - a system that worked well for the Town. Upon his death, the system reverted back to separate appointments. He advised that the Personnel Board will retain the present rights and responsibilities of administration of the Consolidated Personnel By-Law, but the Personnel Director belongs in the executive branch. Mr. Attridge indicated that these articles improve central administration. He urged support of the Town Government Review committee's articles and defeat of the Personnel Board articles under the Omnibus Article.

Mrs. Sally B. Davis, Selectman, addressed the Town Government Review Committee's articles on behalf of the Board of Selectmen. She expressed concern with the difficulty the Board of Selectmen had last year in organizing all departments to prepare budget reductions as a result of the loss of over \$1 million in State Aid. She advised that we must be a government of law, not of people. Mrs. Davis indicated the need for clarity and accountability. She coined the phrase - what the executive proposed, the legislative dispose - and likened Town Meeting to the U.S. Congress and the Finance Committee or Personnel Board to the Judiciary or Foreign Relations Committee. She advised that the checks and balances are there and urged support of the Town Government Review Committee proposals.

Mr. James C. Brierley, Jr., Chairman, Finance Committee, expressed concern with these proposals. He advised that the Finance Committee is the eyes and ears of Town Meeting appointed by the Moderator. The Finance Committee is here to explain both sides of alternatives, but not to tell you what to do. He questioned the arguments that things are not going to change. He expressed concern that the Finance Committee will continue to have the authority to force departments to come before the Finance Committee with their budgets. He urged the use of caution before giving up too much authority. He noted that he has not heard any recommendation on consolidation of services at reduced costs. If the process isn't broken, why fix it? It isn't supposed to be perfect. It needs hiccups. From a monetary aspect, these changes would only allow the Board of Selectmen to review an additional four to five hundred thousand dollars. Mr. Brierley advised that the finance Committee has given leadership over the past couple of years. He suggested that we stop fooling around with restructuring things and focus on what is critical, such as layoffs, unemployment, Library, etc. He urged Town Meeting to leave the process alone and work on the real problems.

Mr. Gary Uhl, Chairman, Personnel Board, advised that he is probably the newest member of the Town Meeting process. However, he advised that the Personnel Board is unanimous in its opposition to the Town Government Review Committee articles. He further noted that the Board of Selectmen has excluded the Personnel Board from virtually all negotiations in the Department of Public Works, Police and Fire. The Personnel Board still has the responsibility of reporting to Town Meeting. However, under these proposals, the Personnel Board is left powerless. Approval of the Personnel Board grievance article and two resolutions would confirm that Town Meeting wants to keep the checks and balances in tact. The Personnel Board does not feel that the structure is broken. He urged Town Meeting to support the Personnel Board articles.

Mr. John R. McKeon, member and former Chairman, concurred with the Moderator. He suggested that approval of the Town Government Review Committee articles would be giving blank checks - not checks and balances. He advised that there was a concerted effort on the part of the Board of Selectmen to crush the Personnel Board in its functions. He urged support of the Personnel Board grievance article and two resolutions.

Mrs. Deborah L. Roberts, Past President, League of Women Voters, advised that the League conducted a survey back in 1984 and saw the need to strengthen the authority of the Executive Secretary. The League considered a Town Manager form of government at that time. Under consideration tonight is the position of Town Administrator which falls in between the Executive Secretary and the Town Manager in authority. Mrs. Roberts urged support of the Town Government Review Committee articles on behalf of the League. She indicated the need for greater controls in central government which are best placed in the executive branch. Town Meeting would have final control.

At 11:25 P.M. Mr. Arthur J. Tieman, Jr. moved that the meeting stand adjourned to Monday, June 11, 1990, at 7:30 P.M. at the Newman Middle School. Mr. Paul H. Attridge expressed concern that he and Mr. Hyland will be unavailable to answer questions next week. Mrs. Joan E. Adams and Mr. Stanley R. Tippet suggested that these articles be voted on tonight.

Dr. Vincent C. Nuccio suggested that it would be unwise to make a decision at this hour on how we govern our Town.

A motion to move the previous discussion was offered by Mr. Arthur E. Cox. The motion was presented and carried by voice vote.

At 11:30 P.M. Mr. Tieman's motion that the meeting stand adjourned to Monday, June 11, 1990, at 7:30 P.M. at the Newman Middle School was presented and carried by voice vote.

Theodora K. Eaton, CMC,
Town Clerk

ADJOURNED ANNUAL TOWN MEETING

June 11, 1990

Pursuant to adjournment of the Annual Town Meeting held June 6, 1990, the Inhabitants of the town of Needham qualified to vote in Town Affairs met in the Newman Middle School on Monday, June 11, 1990, at 7:30 P.M.

Checklists were used and 235 voters were checked on the list as being present, including 216 Town Meeting Members.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Discussion commenced under the Omnibus Article. The Moderator explained that discussion regarding Articles 2, 3, and 4 of the Special Town Meeting and 1 motion and 2 resolutions of the Personnel Board had been in progress at the conclusion of the Annual Town Meeting on June 6, 1990. At this time the Moderator advised that he would appoint a temporary Moderator so that he could step down and address Town Meeting unless Town Meeting Members wish to elect a temporary Moderator. A motion to elect a temporary Moderator was presented, but it failed to pass by voice vote. The Moderator then appointed Mr. Gilbert W. Cox, Jr. a temporary Moderator. Mr. Gilbert W. Cox, Jr. was sworn in by the Town Clerk.

Mr. Richard P. Melick addressed the Personnel Board and Town Government Review Committee proposals. He advised that he has great respect for the members of the Town Government Review Committee, but he disagrees with their proposals. He further stated that if the Town Government Review Committee articles are passed, the Finance Committee and the Personnel Board will be powerless. There is a conflict between the Board of Selectmen and the Personnel Board which has not been worked out. According to Mr. Melick, it is not a question of who negotiates the contracts, but after the contracts are negotiated, who administers them. He indicated that the Board of Selectmen took over contract negotiations and now wants to take over the grievance procedure. He concluded by urging support for the Personnel Board and the Finance Committee in order to protect the checks and balance of local government.

Mr. H. Phillip Garrity, Jr., Selectman, expressed concern that there are many side issues seeking to thwart the Town Government Review Committee proposals. The debate has been personalized which does a great injustice to the Committee and to the subject itself. Mr. Garrity explained that the preliminary report of the consulting firm of Boyer, Bennett & Shaw, Inc. asked the Committee to look at the recommendations with a view to the future. With respect to the Personnel Board's article and two resolutions under the Omnibus Article, Town Counsel and Labor Counsel have advised the Personnel Board that these articles are in conflict with State statute. He questioned whether passage of these articles would solve the problems of this Town or exacerbate them. The budget printed in the warrant will be that of the Finance Committee. The proposal under Article 2 basically coordinates the budgetary process in order that a comprehensive budget including both expenses and projected revenues be presented to the Finance Committee. The Board of Selectmen set the revenue charges. Both expense and revenue figures are needed in order to balance the budget. The proposal does not change the role of the Finance Committee at all. Mr. Garrity also stated that currently the legislative committee is doing executive duties by handling the day-to-day operations of the Personnel Department. The basic system is flawed. The consulting firm recommended a Town Manager form of government. These proposals are far less authoritative than a Town Manager or a strong Executive Secretary form. Mr. Garrity asked Town Meeting to depersonalize these issues - not only for today, but for tomorrow. The upgrading is long overdue.

Mr. James Hugh Powers expressed concern over the Personnel Board articles in relation to the Town Charter. The Town is free to legislate as long as the legislation is not inconsistent with the

constitution and the laws of the Commonwealth. He noted that collective bargaining is an executive function under State statute and it takes precedence over any local ordinance or By-Law. In response to an earlier statement by Mr. Melick that the position of Town Administrator is stronger than a Town Manager, Mr. Powers advised that a Town Manager position can only be created by an elected Charter Commission or by petition to the General Court for a Special Act. David S. Tobin, Town Counsel, opined that the proposed By-Law creating the position of Town Administrator is legal and well within the purview of this Town Meeting.

Mr. J. Darrison Sillesky opposed the Town Government Review Committee proposals. He suggested that amendments to the General By-Law drastically change the role of the Finance Committee.

Mr. John H. Cogswell suggested that the recommendations of the Town Government Review Committee make sense. He further indicated that the Town should be run like any other \$50 million business. According to Mr. Cogswell, the executive branch should run the day-to-day operations and, if the voters do not like how it is being run, they can vote the Board of Selectmen out of office. Also speaking in favor of the Committee's proposals were Mary Ellen Hale, Gregory John Shesko, and James Turner.

Mrs. Elinor R. Devlin, Chairman, Park and Recreation Commission, expressed concern with the Town Government Review Committee articles. She indicated that the Commission has worked well with both the Finance Committee and the Personnel Board. The system has worked. She indicated that problems could arise with one elected board telling another elected board what to do.

In response to an inquiry from Mr. John D. Fountain, Mrs. Carleton, Selectman and member of the Town Government Review Committee, advised that it is the intent of the Committee that the Finance Committee will continue with the same process. She further indicated that the budgets currently under the Board of Selectmen go through the same process as all other departments.

Mr. John J. Ryan opposed the proposals of the Town Government Review Committee. He suggested that the Board of Selectmen are too involved in too many other areas and that the Town needs a distinct system of checks and balances that are free and independent as they are now.

A motion to move the previous question on the three Personnel Board articles under the Omnibus Article was offered by Mr. Richard L. Malconian. The motion was presented, but it failed to pass by voice vote.

Mr. Russell S. Broad, Jr. urged defeat of the Town Government Review Committee proposals. He also expressed concern that towns such as Lexington, Winchester, Watertown, Belmont, Dedham, and Wellesley all funded their libraries and Needham did not.

Mr. William M. Powers questioned what effect these Town Government Review Committee proposals would have on other boards. He also questioned the advantage of decentralization which the Town currently has. He suggested the need for a mechanism that brings boards and people together and keeps Town Meeting Members informed during the year. He concluded that if you don't know the effect, don't do it.

Mr. James Turner, member, Town Government Review Committee and Finance Committee, indicated that the benefits of these proposals could be summarized in three words - coordination, consolidation, and consistency. He reiterated that the Finance Committee will continue to receive the budgets of all departments and will have its budget printed in the Warrant. He also indicated that a review of capital items has not received the attention it should and urged support of the Committee's proposals.

Mr. John E. Gamel, Chairman, advised that while no vote has been taken, the School Committee has not opposed the articles of the Town Government Review Committee.

Mr. Jon D. Schneider advised that Town Meeting has heard a good deal of intelligent discussion on a very complex matter. He also believes that the power to handle grievances should be with those who negotiate the contracts, but would like to see checks and balance. He further stated that the role of the Finance Committee needs clarification.

MOVED: Under Article 45, Mr. Gary Uhl offered the following motion: To see if the Town will vote to amend the General By-Laws, Article IX, Personnel, by adding the following clause to Section 5, paragraph C:

- (vi) The Board shall be responsible for the purposes of administering the grievance procedure contained in the various collective bargaining agreements entered into between the Board of Selectmen and the Employee Organizations representing employees of the Town of Needham; or take any other action relative thereto.

A motion was offered by Mr. Jon D. Schneider that this matter be referred back to the Town Government Review Committee for further study and to report back to the next session of Town Meeting.

A motion to move the previous question on the motion to refer and Mr. Uhl's motion was offered by Mr. Richard W. Gatto. The motion to move the previous question was presented and carried by voice vote.

Mr. Schneider's motion to refer was presented, but the Moderator was in doubt as to the voice vote. Mrs. Bonnie Jean Tower was sworn in as teller by the Moderator. The motion to refer was again presented and carried by a count of hands. The hand count was Yes 111 - No 98.

MOVED: Under Article 45, Mr. Gary Uhl offered the following Resolution:

That this Annual Town Meeting stand resolved to the proposition that the Consolidated Personnel By-Law (General By-Law of the Town of Needham - Article IX) enacted by the Annual Town Meeting of 1955 pursuant to the authority granted by Article LXXXIX of the Constitution of the Commonwealth of Massachusetts and Massachusetts General Law, Chapter 41, Sections 108A and 108C and all of the pertinent amendments thereto to said Consolidated Personnel By-Law shall govern the hearing of grievances as provided presently in Section 26, Personnel Appeals.

A motion was offered by Mr. Jon D. Schneider that this matter be referred back to the Town Government Review Committee for further study and to report back to the next session of Town Meeting.

Mr. Schneider's motion to refer was presented and carried by voice vote.

MOVED: Under Article 45, Mr. Gary Uhl offered the following Resolution:

That this Annual Town Meeting stand resolved to the proposition that the Consolidated Personnel By-Law (General By-Law of the Town of Needham - Article IX) enacted by the Annual Town Meeting of 1955 pursuant to the authority granted by Article LXXXIX of the Constitution of the Commonwealth of Massachusetts and Massachusetts General Law, Chapter 41, Sections 108A and 108C and all of the pertinent amendments thereto to said Consolidated Personnel By-Law later enacted, is and shall be the manner in which and by which the Town of Needham desires to administer its personnel matters.

A motion was offered by Mr. Jon D. Schneider that this matter be referred back to the Town Government Review Committee for further study and to report back to the next session of Town Meeting.

Mr. Daniel P. Matthews suggested that if something is wrong with the Consolidated Personnel By-Law, then it should be fixed, but Town Meeting should reaffirm its value that the Personnel By-Law is the method by which we handle personnel. He also indicated that volunteers should be allowed to participate. He urged adoption of this resolution.

Mr. Roger B. Hunt questioned if the personnel concept adopted in 1955 is still viable. He recommended that the resolution be referred.

Mr. Schneider's motion to refer was presented and it carried by voice vote. Mr. Matthews rose to request a hand count and was joined by at least seven Town Meeting Members. The motion was again presented and carried by a count of hands. The hand count was Yes 148 - No 53.

A motion was offered by Mr. Jon D. Schneider that the Annual Town Meeting stand adjourned to a time certain, specifically after the Special Town Meeting is dissolved. It was so voted unanimously.

The Moderator called the Special Town Meeting to order, declared a quorum to be present, and requested the Town Clerk to so record.

ARTICLE 2 GENERAL BY-LAW AMENDMENT - TOWN ADMINISTRATION

To see if the Town will vote to amend its General By-Laws, Article II, as follows:

1. By adding a new Section 1 as follows:

There shall be a Town Administrator who shall be the chief administrative officer of the Town. He/she shall be appointed by the Board of Selectmen based, in part, upon education, training, and professional experience in full-time public administration and who shall not be an elected office holder of the Town. He/she shall be responsible directly to the Board of Selectmen for performance of the duties and obligations given to him/her by By-Law, Town Meeting vote, or by delegation from the Board of Selectmen.

The Town Administrator shall specifically be responsible for effective and professional management of the financial and personnel affairs of the Town as described herein. In order to carry out these duties, the Town Administrator shall be assisted by the Finance Director and the Personnel Director who shall be under his/her immediate supervision and direction.

Operating Budget

The Town Administrator shall be authorized to direct all departments to submit their operating budget requests in a form and on a schedule established by the Board of Selectmen.

On or before a date determined by the Board of Selectmen, the Town Administrator, with the assistance of the Finance Director, shall submit to the Board a written proposed budget for Town government for the ensuing fiscal year. The Proposed budget shall provide a complete financial plan of all Town funds and projected expenditures.

The budget shall show in detail all estimated income from the proposed tax levy and other sources and all proposed expenditures, including debt service, for the following year. The budget shall be arranged to show the actual and estimated income and expenditures for the previous, current, and ensuing fiscal year.

The Board of Selectmen shall review the proposed budget and make such changes as it considers necessary to reflect its

stated policies and program objectives. It shall return the proposed budget to the Town Administrator for presentation to the Finance Committee for its review on or before a date agreed upon by the Finance Committee, which shall in no event be less than 120 days prior to the Annual Town Meeting.

Capital Improvements Budget

The Town Administrator shall be authorized to direct all departments to submit their capital budget requests in a form and on a schedule established by the Board of Selectmen.

The Town Administrator shall submit annually to the Board of Selectmen a five-year capital improvements program to include: (a) a list of all capital improvements proposed to be undertaken during the next five years, together with supporting data; (b) cost estimates, methods of financing, and recommended time schedule, and (c) the estimated annual cost of operating and maintaining any facility to be constructed or acquired. He/she shall be assisted in development of the capital improvements plan by the Finance Director. The first year of the Capital Improvements Program shall constitute the proposed capital improvements budget for the coming fiscal year, and the ensuing four years of the plan are included for planning purposes.

The Board of Selectmen shall review the proposed capital improvements budget and make such changes as it considers necessary to reflect its stated policies and program objectives. It shall return the proposed budget and plan to the Town Administrator for presentation to the Finance Committee for its review on or before a date agreed upon by the Finance Committee, which shall in no event be less than 120 days prior to the Annual Town Meeting.

Financial Management

The Town Administrator shall be responsible for keeping full, complete, and current records of the financial and administrative activities of the Town and shall render a full report to the Board of Selectmen at the end of the fiscal year and otherwise as they may require.

The Town Administrator shall keep the Board of Selectmen informed as to the financial condition and needs of the Town and shall make recommendations to the Board as he/she deems necessary or expedient.

Personnel

The Town Administrator shall be responsible for administration of the Town Personnel By-law, including the implementation and administration of the wage and classification plan; personnel evaluation policies and practices; administration of employee benefits; labor relations, including the enforcement of labor contracts; compliance with State and Federal equal opportunity laws, including Affirmative Action. He/she shall be assisted in the execution of these duties by the Personnel Director in accordance with the Personnel By-Law.

2. By striking Section 2 of Article II.

3. By changing the numbering of present Section 1 of Article II, Town Finance and Administration, to Section 2 in Article II.

4. By striking out from the first paragraph of newly renumbered Section 2 everything following the words "by the various Town departments" through the end of that paragraph and inserting a period after the words "Town departments".

5. By striking out the third paragraph of newly numbered Section 2 and inserting in place thereof the following:

"The Committee shall report to all Town Meetings its recommendations, in print or otherwise, on all articles having a financial impact on the Town."

6. By striking out Section 5 (b) of Article II in its entirety and by changing the numbering of Section 5(a) to Section 5.;

or take any other action relative thereto.

MOVED: That the Town amend its General By-Laws, Article II, as follows:

1. By adding a new Section 1 as follows:

There shall be a Town Administrator who shall be the chief administrative officer of the Town. He/she shall be appointed by the Board of Selectmen based, in part, upon education, training, and professional experience in full-time public administration and who shall not be an elected office holder of the Town. He/she shall be responsible directly to the Board of Selectmen for performance of the duties and obligations given to him/her by By-Law, Town Meeting vote, or by delegation from the Board of Selectmen.

The Town Administrator shall specifically be responsible for effective and professional management of the financial and personnel affairs of the Town as described herein. In order to carry out these duties, the Town Administrator shall be assisted by the Finance Director and the Personnel Director who shall be under his/her immediate supervision and direction.

Operating Budget

The Town Administrator shall be authorized to direct all departments to submit their operating budget requests in a form and on a schedule established by the Board of Selectmen.

On or before a date determined by the Board of Selectmen, the Town Administrator, with the assistance of the Finance Director, shall submit to the Board a written proposed budget for Town government for the ensuing fiscal year. The Proposed budget shall provide a complete financial plan of all Town funds and projected expenditures.

The budget shall show in detail all estimated income from the proposed tax levy and other sources and all proposed expenditures, including debt service, for the following year. The budget shall be arranged to show the actual and estimated income and expenditures for the previous, current, and ensuing fiscal year.

The Board of Selectmen shall review the proposed budget and make such changes as it considers necessary to reflect its stated policies and program objectives. It shall return the proposed budget to the Town Administrator for presentation to the Finance Committee for its review on or before a date agreed upon by the Finance Committee, which shall in no event be less than 120 days prior to the Annual Town Meeting.

Capital Improvements Budget

The Town Administrator shall be authorized to direct all departments to submit their capital budget requests in a form and on a schedule established by the Board of Selectmen.

The Town Administrator shall submit annually to the Board of Selectmen a five-year capital improvements program to include: (a) a list of all capital improvements proposed to be undertaken during the next five years, together with supporting data; (b) cost estimates, methods of financing, and recommended time schedule, and (c) the estimated annual cost of operating and maintaining any facility to be constructed or acquired. He/she shall be assisted in development of the capital improvements plan by the Finance Director. The first year of the Capital Improvements Program shall constitute the proposed capital improvements budget for the coming fiscal year, and the ensuing four years of the plan are included for planning purposes.

The Board of Selectmen shall review the proposed capital improvements budget and make such changes as it considers necessary to reflect its stated policies and program objectives. It shall return the proposed budget and plan to the Town Administrator for presentation to the Finance Committee for its review on or before a date agreed upon by the Finance Committee, which shall in no event be less than 120 days prior to the Annual Town Meeting.

Financial Management

The Town Administrator shall be responsible for keeping full, complete, and current records of the financial and administrative activities of the Town and shall render a full report to the Board of Selectmen at the end of the fiscal year and otherwise as they may require.

The Town Administrator shall keep the Board of Selectmen informed as to the financial condition and needs of the Town and shall make recommendations to the Board as he/she deems necessary or expedient.

Personnel

The Town Administrator shall be responsible for administration of the Town Personnel By-law, including the implementation and administration of the wage and classification plan; personnel evaluation policies and practices; administration of employee benefits; labor relations, including the enforcement of labor contracts; compliance with State and Federal equal opportunity laws, including Affirmative Action. He/she shall be assisted in the execution of these duties by the Personnel Director in accordance with the Personnel By-Law.

2. By striking Section 2 of Article II.
3. By changing the numbering of present Section 1 of Article II, Town Finance and Administration, to Section 2 in Article II.
4. By striking out from the first paragraph of newly renumbered Section 2 everything following the words "by the various Town departments" through the end of that paragraph and inserting a period after the words "Town departments".
5. By striking out the third paragraph of newly renumbered Section 2 and inserting in place thereof the following:
- "The Committee shall report to all Town Meetings its recommendations, in print or otherwise, on all articles having a financial impact on the Town."
6. By striking out Section 5 (b) of Article II in its entirety and by changing the numbering of Section 5(a) to Section 5.

A motion was offered by Mr. John J. Gill, Acting Chairman of the Town Government Review Committee, that the subject matter of Article 2 be referred back to the Town Government Review Committee for further study and to report back at the next Annual Town Meeting or sooner.

Mr. Robert Todd Pratt suggested that Town Meeting has heard long and fair discussions on this matter and we should vote on these articles tonight. Mr. Thomas O. Bean suggested that some good points were raised which may give the Town Government Review Committee some good points to review. He favored the motion to refer.

A motion to amend the motion to refer was offered by Mrs. Susan W. Abbott that the Town Government Review Committee be requested to hold at least one public hearing.

A motion to move the previous question on the motion to refer and the motion to amend was offered by Mr. Donald E. Kidd. Mr. Kidd's motion was presented and carried unanimously by voice vote.

Mrs. Abbott's motion to amend was presented and carried by voice vote.

Mr. Gill's motion to refer was presented and carried by voice vote.

VOTED: That the subject matter of Article 2 be referred back to the Town Government Review Committee and to report back to the next Annual Town Meeting or sooner and that the Committee be requested to hold at least one public hearing.

ARTICLE 3

To see if the Town will vote to amend its Consolidated Personnel By-Law (General By-Laws, Article IX), 1989 Compilation, as most recently amended, by further amending the same as follows:

1. By inserting after the definition of "Town", in Section 4, the two following definitions:

Town Administrator - The Town Administrator established by Section 1 of Article II of the General By-Laws, as amended.

Town Charter - The Needham Special Home Rule Charter Act (Acts of 1971, Chapter 403), as amended.

2. By striking out, in Section 4, the definition of "Classification Plan", and by inserting in place thereof the following definition:

Classification Plan - The classification plan established by Section 11 of the By-Law, and by votes of the Town Meeting in relation thereto, under authority of Sections 108A and 108C of Chapter 41 of the General Laws, as amended.

3. By striking out, in Section 4, the definition of "Compensation Plan", and by inserting in place thereof the following definition:

Compensation Plan - The compensation plan established by Section 12 of this By-Law, and by votes of the Town Meeting in relation thereto, under authority of Sections 108A and 108C of the General Laws, as amended.

4. By amending the definition of "Compensatory Time", in Section 4, by inserting after the words "division head", the words "and subject to the approval of the Town Administrator".

5. By striking out, in Section 4, the definition of "Consolidated Personnel By-Law", and inserting in place thereof the following definition:

Consolidated Personnel By-Law - Article IX of the General By-Laws of the Town of Needham, as amended.

6. By striking out, in Section 4, the definition of "Personnel Director", and by inserting in place thereof the following definition:

Personnel Director - An appointee of the Board of Selectmen as described in this By-Law, Section 6, Personnel Director.

7. By striking out Clause (ii) of Subsection (c) of Section 5 and by inserting in place thereof the following clause:

(ii) By-Law Administration. The Board may issue, amend or repeal administrative orders, procedural rules, and regulations for the purpose of implementing powers and duties vested in it by this By-Law and by votes of the Town Meeting pertaining to Town personnel matters. It shall monitor the administration of those aspects of this By-Law vested in the Town Administrator and shall make such recommendations to the Town Meeting in respect thereto as said Board deems necessary, proper and prudent, to maintain the integrity of the operation and policies of this By-Law. All employees and elected officers shall comply with and assist in furnishing records, reports and other information requested by said Board.

8. By amending Clause (iii) of Subsection (c) of Section 5 as follows:

(a) By striking out the words "under its jurisdiction" in the third line of the first paragraph, and inserting in place thereof the words "subject to this By-Law"; and (b) by striking out the second paragraph.

9. By striking out, in Subsection (c) of Section 5, Clause (iv) and renumbering existing Clause (v) to be Clause (iv).

10. By inserting after Section 5 the following new Section:

Section 5A. Duties of Town Administrator

(a) The Town Administrator shall be responsible for the administration of the Consolidated Personnel By-Law except as to such powers and duties as are expressly assigned thereby to the Personnel Board.

With the approval of the Board of Selectmen, the Town Administrator shall delegate to the Personnel Director and Department such powers and duties as the Town Administrator deems appropriate for the expeditious and efficient management of Town personnel matters. Such delegation shall be by means of a written instrument, approved by the Selectmen, which spells out clearly the powers and duties delegated to the Personnel Director; and a copy of such instrument shall be filed promptly with the Personnel Board.

(b) The Town Administrator shall be responsible for the implementation of the Classification and Compensation Plans, subject to such rules and regulations relative thereto as the Personnel Board may from time to time adopt, amend or repeal.

(c) The Town Administrator shall:

(i) Ensure that the Town maintains an effective personnel system by developing and monitoring the effectiveness of policies, procedures and practices as required by law, in accordance with proper personnel practices.

(ii) Ensure that the recruitment, selection, promotion, transfer, discipline and removal of employees are conducted in accordance with applicable state and federal laws, and with Town By-Laws and policies adopted pursuant to the same.

(iii) Oversee administration of an affirmative action program for all departments and positions subject to the provisions of this By-Law, to ensure that the Town acts affirmatively in providing maximum opportunities to all persons regardless of sex, color, creed, race, or national origin for entry level and promotional positions, and provide equal treatment in all aspects of personnel administration.

- (iv) Take care to see that the rights of honorably discharged veterans of the armed forces of the United States shall be observed in the hiring, promotion, layoff or other discharge of employees under this By-Law, insofar as such rights are prescribed by state and federal law.
 - (v) Administer employee benefits programs for (a) Town personnel subject to this By-Law and (b) such other Town personnel as may be placed under his jurisdiction for these purposes by department not subject to this By-Law.
 - (vi) Establish and maintain a centralized personnel record keeping system as may be required by law and/or good personnel management practice, for the effective administration of Town personnel and for the purpose of the Personnel Board, provided that the Town Administrator shall consult from time to time with that Board in respect to said system and in respect to the information required by said Board for its purposes.
 - (vii) Provide such advice, assistance and information to the Personnel Board as it may require for the discharge of its functions under this By-Law.
 - (viii) Provide advice and assistance to department heads, supervisory personnel, and employees, on all aspects of personnel administration.
 - (ix) Develop in-service training programs for Town personnel, to improve the quality and effectiveness of their job performance.
- (d) When so required by a formal vote or regulation of the Board of Selectmen, the Town Administrator shall perform such duties in respect to labor relations, collective bargaining, and the enforcement of collective bargaining agreements under Chapter 150E of the General Laws as the Selectmen determine.
- (e) The Town Administrator shall file promptly with the Personnel Board copies of any rule or regulation adopted under Subsection (c) and of any order or regulation adopted under Subsection (d), and of any amendment or repeal thereof.
11. By striking out Section 6 and by inserting in place thereof the following section:

Section 6. Personnel Director

- (a) The Board of Selectmen, after consultation with the Personnel Board, may appoint a Personnel Director. Any persons so appointed to the office of Personnel Director shall be qualified by reasons of experience in personnel administration and knowledge of the state and federal laws governing municipal personnel administration in the Commonwealth. The minimum qualifications for appointment to said office shall be set forth in an official job description or position description developed jointly by the Board of Selectmen, Town Administrator, and Personnel Board
- (b) The Personnel Director shall manage the daily operations of the Personnel Department, under the supervision and direction of the Town Administrator.
- (c) The Personnel Board may, by formal vote or regulation, delegate any of its powers, duties and responsibilities to the Personnel Director. Said Board shall file a copy of such vote or regulation with the Personnel Director and the Town Administrator.

- 12. By adding at the end of Paragraph (a) of Section 10 the following sentence: Such appointing authority shall promptly forward a copy of such notice to the Town Administrator.
- 13. By inserting after the first sentence of Paragraph (b) of Section 10 the following new sentence: If the aforesaid appointing authority is a department, board, committee or agency serving under the Board of Selectmen, such authority may not make such an emergency appointment without first obtaining the approval of the Town Administrator or his designated agent.
- 14. By striking out the second sentence of Clause (c)(i) of Section 10 and inserting in place thereof the following sentence: The examining physician shall advise the Personnel Department, in such form as the Personnel Board may require, whether or not the person is mentally and physically capable of performing the duties of the position.
- 15. By striking out the first sentence of Section 11 and by inserting in place thereof the following sentences: The Personnel Board shall formulate annually and submit to the Annual Town Meeting for its approval a schedule setting forth the classes of positions, by job titles, in the Town service, which are subject to the provisions of this By-Law, such schedule to be incorporated with the Compensation Plan submitted under the provisions of Subsection (a) of Section 12. Said schedule of classes of positions, as approved by the Annual Town Meeting, and the provisions of this Section, shall constitute the Classification Plan authorized by Section 108A of Chapter 41 of the General Laws, as amended.
- 16. By inserting after the first sentence of Subsection (b) of Section 11 the following sentence: Said board shall provide copies of such official written descriptions to the Town Administrator and to the Town Clerk for their respective purposes under this By-Law and the laws of the Commonwealth.
- 17. By striking out the first two sentences of Subsection (a) of Section 12 and by inserting the following two sentences: The Personnel Board shall, after consultation with the Town Administrator, prepare annually, and submit to the Annual Town Meeting for its consideration and action, a Compensation Plan pursuant to Section 108A of Chapter 41 of the General Laws, as amended, for the Classification Plan proposed by said Board under Section 11. The Compensation Plan shall be administered by the Personnel Director, under the supervision and direction of the Town Administrator, except as otherwise provided herein.
- 18. By adding at the end of Subsection (a) of Section 12 the following paragraph: If an article is inserted in the warrant for an Annual or Special Town Meeting by voter petition under Sections 10 and 12 of Chapter 39 of the General Laws, as amended, or under Section 12A of the Town Charter, as amended, which petition calls for amendments to either the Classification Plan or Compensation Plan, or both, a copy of such petition shall be furnished to the Personnel Board as soon as possible by the Town Administrator, together with any explanatory information he is able to provide. The Personnel Board shall report to said Town Meeting that the proposal in such petition "ought to be adopted", or "ought to be adopted with an amendment or amendments" specified by the Board, or "ought to be referred for further study and a report to the next ensuing Annual Town Meeting", or "ought to be rejected".
- 19. By amending the Classification and Standard Rates of Compensation voted by the 1990 Annual Town Meeting incorporated by reference into the Consolidated Personnel By-Law, by striking out, in Schedule A, the class title "Executive Secretary, Selectmen" and the Grade "S-22";

or take any other action relative thereto.

MOVED: That the Town amend its Consolidated Personnel By-Law (General By-Laws, Article IX), 1989 Compilation, as most recently amended, by further amending the same as follows:

1. By inserting after the definition of "Town", in Section 4, the two following definitions:

Town Administrator - The Town Administrator established by Section 1 of Article II of the General By-Laws, as amended.

Town Charter - The Needham Special Home Rule Charter Act (Acts of 1971, Chapter 403), as amended.

2. By striking out, in Section 4, the definition of "Classification Plan", and by inserting in place thereof the following definition:

Classification Plan - The classification plan established by Section 11 of the By-Law, and by votes of the Town Meeting in relation thereto, under authority of Sections 108A and 108C of Chapter 41 of the General Laws, as amended.

3. By striking out, in Section 4, the definition of "Compensation Plan", and by inserting in place thereof the following definition:

Compensation Plan - The compensation plan established by Section 12 of this By-Law, and by votes of the Town Meeting in relation thereto, under authority of Sections 108A and 108C of the General Laws, as amended.

4. By amending the definition of "Compensatory Time", in Section 4, by inserting after the words "division head", the words "and subject to the approval of the Town Administrator".

5. By striking out, in Section 4, the definition of "Consolidated Personnel By-Law", and inserting in place thereof the following definition:

Consolidated Personnel By-Law - Article IX of the General By-Laws of the Town of Needham, as amended.

6. By striking out, in Section 4, the definition of "Personnel Director", and by inserting in place thereof the following definition:

Personnel Director - An appointee of the Board of Selectmen as described in this By-Law, Section 6, Personnel Director.

7. By striking out Clause (ii) of Subsection (c) of Section 5 and by inserting in place thereof the following clause:

(ii) By-Law Administration. The Board may issue, amend or repeal administrative orders, procedural rules, and regulations for the purpose of implementing powers and duties vested in it by this By-Law and by votes of the Town Meeting pertaining to Town personnel matters. It shall monitor the administration of those aspects of this By-Law vested in the Town Administrator and shall make such recommendations to the Town Meeting in respect thereto as said Board deems necessary, proper and prudent, to maintain the integrity of the operation and policies of this By-Law. All employees and elected officers shall comply with and assist in furnishing records, reports and other information requested by said Board.

8. By amending Clause (iii) of Subsection (c) of Section 5 as follows:

(a) By striking out the words "under its jurisdiction" in the third line of the first paragraph, and inserting in place thereof the words "subject to this By-Law"; and (b) by striking out the second paragraph.

9. By striking out, in Subsection (c) of Section 5, Clause (iv) and renumbering existing Clause (v) to be Clause (iv).

10. By inserting after Section 5 the following new Section:

Section 5A. Duties of Town Administrator

- (a) The Town Administrator shall be responsible for the administration of the Consolidated Personnel By-Law, except as to such powers and duties as are expressly assigned thereby to the Personnel Board.

With the approval of the Board of Selectmen, the Town Administrator shall delegate to the Personnel Director and Department such powers and duties as the Town Administrator deems appropriate for the expedition and efficient management of Town personnel matters. Such delegation shall be by means of a written instrument, approved by the Selectmen, which spells out clearly the powers and duties delegated to the Personnel Director; and a copy of such instrument shall be filed promptly with the Personnel Board.

- (b) The Town Administrator shall be responsible for the implementation of the Classification and Compensation Plans, subject to such rules and regulations relating thereto as the Personnel Board may from time to time adopt, amend or repeal.

- (c) The Town Administrator shall:

- (i) Ensure that the Town maintains an effective personnel system by developing and monitoring the effectiveness of policies, procedures and practices as required by law, in accordance with proper personnel practices.

- (ii) Ensure that the recruitment, selection, promotion, transfer, discipline and removal of employees are conducted in accordance with applicable state and federal laws, and with Town By-Laws and policies adopted pursuant to the same.

- (iii) Oversee administration of an affirmative action program for all departments and positions subject to the provisions of this By-Law, to ensure that the Town acts affirmatively in providing maximum opportunities to all persons regardless of sex, color, creed, race, or national origin for entry level and promotional positions, and to provide equal treatment in all aspects of personnel administration.

- (iv) Take care to see that the rights of honorably discharged veterans of the armed forces of the United States shall be observed in the hiring, promotion, layoff or other discharge of employees under this By-Law, insofar as such rights are prescribed by state and federal law.

- (v) Administer employee benefits programs for Town personnel subject to this By-Law and for such other Town personnel as may be placed under his jurisdiction for these purposes by department not subject to this By-Law.

- (vi) Establish and maintain a centralized personnel record keeping system as may be required by law and/or good personnel management practice, for the effective administration of Town personnel and for the purpose of the Personnel Board, provided that the Town Administrator shall consult from time to time with that Board in respect to said system and in respect to the information required by said Board for its purposes.

- (vii) Provide such advice, assistance and information to the Personnel Board as it may require for the discharge of its functions under this By-Law.

(viii) Provide advice and assistance to department heads, supervisory personnel, and employees, on all aspects of personnel administration.

(ix) Develop in-service training programs for Town personnel, to improve the quality and effectiveness of their job performance.

(d) When so required by a formal vote or regulation of the Board of Selectmen, the Town Administrator shall perform such duties in respect to labor relations, collective bargaining, and the enforcement of collective bargaining agreements under Chapter 150E of the General Laws as the Selectmen determine.

(e) The Town Administrator shall file promptly with the Personnel Board copies of any rule or regulation adopted under Subsection (c) and of any order or regulation adopted under Subsection (d), and of any amendment or repeal thereof.

11. By striking out Section 6 and by inserting in place thereof the following section:

Section 6. Personnel Director

(a) The Board of Selectmen, after consultation with the Personnel Board, may appoint a Personnel Director. Any persons so appointed to the office of Personnel Director shall be qualified by reasons of experience in personnel administration and knowledge of the state and federal laws governing municipal personnel administration in the Commonwealth. The minimum qualifications for appointment to said office shall be set forth in an official job description or position description developed jointly by the Board of Selectmen, Town Administrator, and Personnel Board.

(b) The Personnel Director shall manage the daily operations of the Personnel Department, under the supervision and direction of the Town Administrator.

(c) The Personnel Board may, by formal vote or regulation, delegate any of its powers, duties and responsibilities to the Personnel Director. Said Board shall file a copy of such vote or regulation with the Personnel Director and the Town Administrator.

12. By adding at the end of Paragraph (a) of Section 10 the following sentence: Such appointing authority shall promptly forward a copy of such notice to the Town Administrator.

13. By inserting after the first sentence of Paragraph (b) of Section 10 the following new sentence: If the aforesaid appointing authority is a department, board, committee or agency serving under the Board of Selectmen, such authority may not make such an emergency appointment without first obtaining the approval of the Town Administrator or his designated agent.

14. By striking out the second sentence of Clause (c)(i) of Section 10 and inserting in place thereof the following sentence: The examining physician shall advise the Personnel Department, in such form as the Personnel Board may require, whether or not the person is mentally and physically capable of performing the duties of the position.

15. By striking out the first sentence of Section 11 and by inserting in place thereof the following sentences: The Personnel Board shall formulate annually and submit to the Annual Town Meeting for its approval a schedule setting forth the classes of positions, by job titles, in the Town service, which are subject to the provisions of this By-Law, such schedule to be incorporated with the Compensation Plan

submitted under the provisions of Subsection (a) of Section 12. Said schedule of classes of positions, as approved by the Annual Town Meeting, and the provisions of this Section, shall constitute the Classification Plan authorized by Section 108A of Chapter 41 of the General Laws, as amended.

16. By inserting after the first sentence of Subsection (b) of Section 11 the following sentence: Said board shall provide copies of such official written descriptions to the Town Administrator and to the Town Clerk for their respective purposes under this By-Law and the laws of the Commonwealth.

17. By striking out the first two sentences of Subsection (a) of Section 12 and by inserting the following two sentences: The Personnel Board shall, after consultation with the Town Administrator, prepare annually, and submit to the Annual Town Meeting for its consideration and action, a Compensation Plan pursuant to Section 108A of Chapter 41 of the General Laws, as amended, for the Classification Plan proposed by said Board under Section 11. The Compensation Plan shall be administered by the Personnel Director, under the supervision and direction of the Town Administrator, except as otherwise provided herein.

18. By adding at the end of Subsection (a) of Section 12 the following paragraph: If an article is inserted in the warrant for an Annual or Special Town Meeting by voter petition under Sections 10 and 12 of Chapter 39 of the General Laws, as amended, or under Section 12A of the Town Charter, as amended, which petition calls for amendments to either the Classification Plan or Compensation Plan, or both, a copy of such petition shall be furnished to the Personnel Board as soon as possible by the Town Administrator, together with any explanatory information he is able to provide. The Personnel Board shall report to said Town Meeting that the proposal in such petition "ought to be adopted", or "ought to be adopted with an amendment or amendments" specified by the Board, or "ought to be referred for further study and a report to the next ensuing Annual Town Meeting", or "ought to be rejected".

19. By amending the Classification and Standard Rates of Compensation voted by the 1990 Annual Town Meeting incorporated by reference into the Consolidated Personnel By-Law, by striking out, in Schedule A, the class title "Executive Secretary, Selectmen" and the Grade "S-22".

A motion was offered by Mr. John J. Gill, Acting Chairman of the Town Government Review Committee, that the subject matter of Article 3 be referred back to the Town Government Review Committee for further study and to report back at the next Annual Town Meeting or sooner.

A motion to amend the motion to refer was offered by Mrs. Susan W. Abbott that the Town Government Review Committee be requested to hold at least one public hearing.

Mrs. Abbott's motion to amend was presented and carried by voice vote.

Mr. Gill's motion to refer was presented and carried by voice vote.

VOTED: That the subject matter of Article 3 be referred back to the Town Government Review Committee for further study and to report back to the next Annual Town Meeting or sooner and that the Committee be requested to hold at least one public hearing.

ARTICLE 4

To see if the Town will vote to amend its General By-Laws, Article 1, as follows:

1. By adding a Section 9 as follows:

- (a) This section is enacted in the exercise by the Town Meeting of its authority under Section 15 of Chapter 39 of the General Laws, as from time-to-time amended, and in the exercise of its customary and traditional liberties under Section 1 of the Municipal Home Rule Amendment to the State Constitution (Amendment Article 11, as revised and Amendment Article LXXIX), to establish its own rules of Town Meeting procedure.
- (b) As used herein, the term "employer" shall mean the Board of Selectmen or such other Town Officer or Board as they may from time-to-time designate to undertake the negotiation of collective bargaining agreements on behalf of the Town, acting pursuant to Chapter 150E of the General Laws, as from time to time amended.
- (c) When a collective bargaining agreement has been signed by the employer with any organization of Town employees under said Chapter 150E, the employer shall promptly provide to the Personnel Board and to the Finance Committee (1) a copy of said agreement, (2) a copy of the motion to be presented to the Town Meeting proposing an appropriation or appropriations to fund the cost items of said agreement (as defined in said Chapter 150E), and (3) any explanatory or other information relevant to said agreement which said Board or Committee may request. Said Board and said Committee shall report their respective recommendations to the Town Meeting as to whether or not the motion to appropriate for the funding of cost items in the collective bargaining agreement ought to be adopted.
- (d) The motion to be presented to the Town Meeting under paragraph (c) above shall be offered in such standard form as determined by the Finance Committee after consultation with the Board of Selectmen and the Personnel Board. Said motion shall identify clearly the collective bargaining agreement to be funded and the amount or amounts to be appropriated in such a way that Town Meeting members will know what agreement is to be funded, how it is to be funded, and what is the grand total of the cost items to be funded in relation to said agreement. Prior to consideration by the Town Meeting of any motion to fund the cost items of a collective bargaining agreement, the employer shall provide Town Meeting members with a fair and concise summary of said agreements, and information as to the amount of the appropriation or appropriations being requested to fund the same.
- (e) A motion to fund the cost items of a collective bargaining agreement, once introduced upon the floor of Town Meeting, shall be amendable only upon a motion to amend offered by or on behalf of the employer or the Finance Committee for the purpose of correcting an error. No other motion to amend shall be admissible. The motion to fund, so corrected if necessary, shall be voted or rejected by the Town Meeting. No motion in relation to a collective bargaining agreement will be admissible which the Moderator, after consultation with Town Counsel, determines it to be in contravention of Chapter 150E of the Massachusetts General Laws.
- (b) As used herein, the term "employer" shall mean the Board of Selectmen or such other Town Officer or Board as they may from time-to-time designate to undertake the negotiation of collective bargaining agreements on behalf of the Town, acting pursuant to Chapter 150E of the General Laws, as from time to time amended.
- (c) When a collective bargaining agreement has been signed by the employer with any organization of Town employees under said Chapter 150E, the employer shall promptly provide to the Personnel Board and to the Finance Committee (1) a copy of said agreement, (2) a copy of the motion to be presented to the Town Meeting proposing an appropriation or appropriations to fund the cost items of said agreement (as defined in said Chapter 150E), and (3) any explanatory or other information relevant to said agreement which said Board or Committee may request. Said Board and said Committee shall report their respective recommendations to the Town Meeting as to whether or not the motion to appropriate for the funding of cost items in the collective bargaining agreement ought to be adopted.
- (d) The motion to be presented to the Town Meeting under paragraph (c) above shall be offered in such standard form as determined by the Finance Committee after consultation with the Board of Selectmen and the Personnel Board. Said motion shall identify clearly the collective bargaining agreement to be funded and the amount or amounts to be appropriated in such a way that Town Meeting members will know what agreement is to be funded, how it is to be funded, and what is the grand total of the cost items to be funded in relation to said agreement. Prior to consideration by the Town Meeting of any motion to fund the cost items of a collective bargaining agreement, the employer shall provide Town Meeting members with a fair and concise summary of said agreements, and information as to the amount of the appropriation or appropriations being requested to fund the same.
- (e) A motion to fund the cost items of a collective bargaining agreement, once introduced upon the floor of Town Meeting, shall be amendable only upon a motion to amend offered by or on behalf of the employer or the Finance Committee for the purpose of correcting an error. No other motion to amend shall be admissible. The motion to fund, so corrected if necessary, shall be voted or rejected by the Town Meeting. No motion in relation to a collective bargaining agreement will be admissible which the Moderator, after consultation with Town Counsel, determines it to be in contravention of Chapter 150E of the Massachusetts General Laws.

MOVED: That the Town amend its General By-Laws, Article 1, as follows:

1. By adding a Section 9 as follows:

- (a) This section is enacted in the exercise by the Town Meeting of its authority under Section 15 of Chapter 39 of the General Laws, as from time-to-time amended, and in the exercise of its customary and traditional liberties under Section 1 of the Municipal Home Rule Amendment to the State Constitution (Amendment Article 11, as revised and Amendment Article LXXIX), to establish its own rules of Town Meeting procedure.

A motion was offered by Mr. John J. Gill, Acting Chairman of the Town Government Review Committee, that the subject matter of Article 4 be referred back to the Town Government Review Committee for further study and to report back at the next Annual Town Meeting or sooner and that the Committee be requested to hold at least one public hearing.

Mr. Eric W. Fleming opposed the motion to refer and urged support of Article 4.

Mr. Gill's motion was presented and carried by voice vote.

VOTED: That the subject matter of Article 4 be referred back to the Town Government Review Committee for further study and to report back to the next Annual Town Meeting or sooner and that the Committee be requested to hold at least one public hearing.

At this time, Mr. Richard P. Melick resumed his official duties as Moderator.

ARTICLE 5

To see if the Town will vote to amend its General By-Laws Article II Town Finance and Administration by deleting Sections 7 and 7A in their entirety, and by authorizing the Town Clerk to renumber the remaining sections as required; or take any other action relative thereto.

MOVED: That the Town amend its General By-Laws Article II Town Finance and Administration by deleting Sections 7 and 7A in their entirety, and by authorizing the Town Clerk to renumber the remaining sections as required.

A motion was offered by Mrs. Marcia M. Carleton that Articles 5, 6, 7, 8, and 9 be discussed together but voted on separately. The motion was presented and carried unanimously by voice vote.

Mr. David S. Tobin, Town Counsel, addressed these articles on behalf of the Board of Selectmen. He explained that Chapter 687 of the Acts of 1989 created the Uniform Procurement Act. These articles seek to make the General By-Laws of the Town of Needham more consistent with the State statute.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 6

To see if the Town will vote to amend its General By-Laws Article XVI Department of Purchasing by deleting the Article in its entirety, and by authorizing the Town Clerk to renumber the remaining articles as required; or take any other action relative thereto.

MOVED: That the Town amend its General By-Laws Article XVI Department of Purchasing by deleting the Article in its entirety, and by authorizing the Town Clerk to renumber the remaining articles as required.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 7

To see if the Town will vote to amend its General By-Laws Article II, Section 15, by deleting the Section in its entirety and by authorizing the Town Clerk to renumber the remaining sections as required; or take any other action relative thereto.

MOVED: That the Town amend its General By-Laws Article II, Section 15, by deleting the Section in its entirety and by authorizing the Town Clerk to renumber the remaining sections as required.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 8

To see if the Town will vote to authorize the Town to solicit, award and enter into certain types of contracts for periods exceeding three years but not to exceed the time period specified, as follows, including any renewal, extension or option provision:

| | Years |
|---|-------|
| Lease of public lands and buildings | 10 |
| Lease of any equipment | 10 |
| Lease purchase of any equipment | 10 |
| Maintenance agreements for equipment, buildings, or grounds | 5 |
| School transportation | 5 |
| Purchase of oil and fuel | 5 |
| Lighting | 10 |
| Sewer and disposal contracts | 30 |
| Incineration, composting garbage, recycling | 20 |
| Water supply construction | 20 |
| Water supply | 20 |
| Water studies | 10 |
| Environmental studies and consultants | 10 ; |

or take any other action relative thereto.

MOVED: That the Town authorize the Town to solicit, award and enter into certain types of contracts for periods exceeding three years but not to exceed the time period specified, as follows, including any renewal, extension or option provision:

| | Years |
|---|-------|
| Lease of public lands and buildings | 10 |
| Lease of any equipment | 10 |
| Lease purchase of any equipment | 10 |
| Maintenance agreements for equipment, buildings, or grounds | 5 |
| School transportation | 5 |
| Purchase of oil and fuel | 5 |
| Lighting | 10 |
| Sewer and disposal contracts | 30 |
| Incineration, composting garbage, recycling | 20 |
| Water supply construction | 20 |
| Water supply | 20 |
| Water studies | 10 |
| Environmental studies and consultants | 10. |

A motion to amend was offered by Mr. Richard B. Weitzen that the following words be added to the first line under Article 8 after the words "Lease of public lands and buildings": "except with regard to the land and buildings where the Needham Golf Club is presently located which lease must also be approved by Town Meeting."

Mr. Weitzen expressed concern with the paltry sum of \$25,000, for the lease by the Needham Golf Course. Mrs. Elizabeth E. Anderson explained that this property serves the Town well. Someone takes care of the lands and the people can enjoy the open space. Also, residents of the Town can use the golf course on Tuesdays.

Mr. Eric W. Fleming expressed concern that this article should be included in the General By-Laws. A motion was offered by Mr. Eric W. Fleming to add this article as the last subsection of Needham General By-Laws Article II.

Mr. Fleming's motion to amend was presented and carried by voice vote.

Mr. Weitzen's motion was presented, but failed to pass by voice vote.

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the Town authorize the Town to solicit, award and enter into certain types of contracts for periods exceeding three years but not to exceed the time period specified, as follows, including any renewal, extension or option provision:

| | <u>Years</u> |
|---|--------------|
| Lease of public lands and buildings | 10 |
| Lease of any equipment | 10 |
| Lease purchase of any equipment | 10 |
| Maintenance agreements for equipment, buildings, or grounds | 5 |
| School transportation | 5 |
| Purchase of oil and fuel | 5 |
| Lighting | 10 |
| Sewer and disposal contracts | 30 |
| Incineration, composting garbage, recycling | 20 |
| Water supply construction | 20 |
| Water supply | 20 |
| Water studies | 10 |
| Environmental studies and consultants | 10. |

and by adding this article as the last subsection of Needham General By-Laws Article II.

ARTICLE 9

To see if the Town will vote to amend its General By-Laws Article II, Town Finance and Administration, Section 4 by adding the following language in the second sentence, after the word "auction," "or pursuant to the procedures permitted by G.L. c. 30B," so that as amended the Section reads as follows:

Section 4. The Town Treasurer shall have the custody, management and sale of all lands held by the Town under a tax collector's deed, or a taking of land for taxes after the title of the Town has become absolute by the foreclosure of the right of redemption according to law, or under a deed to the Town by the owner of the equity of redemption given in lieu of foreclosure proceedings. And he is authorized and empowered with the approval of the Selectmen, in the name and on behalf of the Town, to sell such lands at public auction, or pursuant to the procedures permitted by G.L. c. 30B, and to execute, acknowledge and deliver proper deeds for that purpose. Notice of any sale by auction shall be published in a newspaper published in the Town for three consecutive weeks, the first publication to be not less than twenty-one days before the sale.; or take any other action relative thereto.

MOVED: That the Town amend its General By-Laws Article II, Town Finance and Administration, Section 4 by adding the following language in the second sentence, after the word "auction," "or pursuant to the procedures permitted by G.L. c. 30B," so that as amended the Section reads as follows:

Section 4. The Town Treasurer shall have the custody, management and sale of all lands held by the Town under a tax collector's deed, or a taking of land for taxes after the title of the Town has become absolute by the foreclosure of the right of redemption according to law, or under a deed to the Town by the owner of the equity of redemption given in lieu of foreclosure proceedings. And he is authorized and empowered with the approval of the Selectmen, in the name and on behalf of the Town, to sell such lands at public auction, or pursuant to the procedures permitted by G.L. c. 30B, and to execute, acknowledge and deliver proper deeds for that purpose. Notice of any sale by auction shall be published in a newspaper published in the Town for three consecutive weeks, the first publication to be not less than twenty-one days before the sale.

A motion to amend was offered by Mr. Daniel P. Matthews to strike the words "and he" under Section 4 and substitute the words "The Town Treasurer".

Mr. Matthews motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town amend its General By-Laws Article II, Town Finance and Administration, Section 4 by adding the following language in the second sentence, after the word "auction," "or pursuant to the procedures permitted by G.L. c. 30B," so that as amended the Section reads as follows:

Section 4. The Town Treasurer shall have the custody, management and sale of all lands held by the Town under a tax collector's deed, or a taking of land for taxes after the title of the Town has become absolute by the foreclosure of the right of redemption according to law, or under a deed to the Town by the owner of the equity of redemption given in lieu of foreclosure proceedings. The Town Treasurer is authorized and empowered with the approval of the Selectmen, in the name and on behalf of the Town, to sell such lands at public auction, or pursuant to the procedures permitted by G.L. c. 30B, and to execute, acknowledge and deliver proper deeds for that purpose. Notice of any sale by auction shall be published in a newspaper published in the Town for three consecutive weeks, the first publication to be not less than twenty-one days before the sale.

The following proclamation was offered by Mrs. Marcia M. Carleton:

WHEREAS The late Walter H. Bassett was elected to the Needham Town Meeting where he was a member for 25 years; and

WHEREAS Walter H. Bassett was a member of the Needham American Legion Post, the Needham Veterans of Foreign Wars Manson H. Carter Post No. 2498, and

WHEREAS Walter H. Bassett was a Board Member of the Community Council and a volunteer for the Glover Memorial Hospital "Lifeline", and

WHEREAS Walter H. Bassett was a founding member of the Great Plain Square dancers in Needham, and

WHEREAS The Town of Needham is richer for and appreciative of the service to our community given so generously by Walter H. Bassett,

NOW, THEREFORE BE IT RESOLVED by this Body that the 1990 Special Town Meeting be dissolved in honor of the many civic contributions of Walter H. Bassett to the Town of Needham.

The Moderator called the Annual Town Meeting to order. At this time, he expressed his appreciation to all Town Meeting Members for enduring a difficult session. He suggested Town Meeting Members leave with their heads held high and a song in their hearts.

ARTICLE 8

To see if the Town will vote to approve and to raise and appropriate a sum of money for the lease with an option to purchase new equipment for various departments; determine how such sum shall be raised and how expended; or take any other action relative thereto.

MOVED: That the Town approve and raise and appropriate a sum of money for the lease with an option to purchase the following new equipment for various departments; determine how such sum shall be raised and how expended.

A motion to postpone indefinitely was offered by Mrs. Marcia M. Carleton. The motion was presented and carried unanimously by voice vote.

ARTICLE 24 GENERAL BY-LAW AMENDMENT PROCUREMENT OF SERVICES, EQUIPMENT, SUPPLIES AND MATERIALS

To see if the Town will vote to amend its General By-Laws Article II Town Finance and Administration by deleting Sections 7 and 7A in their entirety, and by renumbering Sections 8 through 23 as Sections 7 through 22; or take any other action relative thereto.

Summary:

Sections 7 and 7A of Article II of the General By-Laws provided that mechanical or other work, and equipment, supplies or materials estimated to cost four thousand dollars or more may only be procured following public advertisement and receipt of sealed proposals. These sections were based on General Laws Chapter 40, Section 4G. Chapter 40, Section 4G was recently repealed by Section 10 of Chapter 687 of the Acts of 1989.

Section 3 of said Chapter 687 of the Acts of 1989 inserts new Chapter 30B of the General Laws, the Uniform Procurement Act.

Chapter 30B allows local awarding authorities to raise to \$10,000 the threshold for advertising many procurements, including construction contracts and purchases of supplies and services. All other provisions of Chapter 30B are mandatory and are applicable for all contracts signed on or after May 1, 1990. Chapter 30B requires that the Board of Selectmen appoint a Chief Procurement Officer to centralize all procurements for the Town. Procurements valued at \$1,000 to \$10,000 may, hereafter, be made based upon telephone solicitation of three or more vendors. This procedure will streamline and modernize the purchasing of services and materials for the Town.

MOVED: That the Town amend its General By-Laws Article II Town Finance and Administration by deleting Sections 7 and 7A in their entirety, and by renumbering Sections 8 through 23 as Sections 7 through 22.

A motion to postpone indefinitely was offered by Mrs. Marcia M. Carleton. The motion was presented and carried unanimously by voice vote.

ARTICLE 37

To see if the Town will vote to accept Chapter 501 of the Acts of 1989; or take any other action relative thereto.

Summary:

Under Article 1 of the May 15, 1989 Special Town Meeting the Town voted to authorize the Board of Selectmen to petition the General Court, in compliance with clause (I), Section eight of Article LXXXIX of the Amendments to the Constitution, for the enactment of a special law in the form of the proposed act entitled "AN ACT AUTHORIZING THE GLOVER MEMORIAL HOSPITAL TO ENTER INTO COOPERATIVE AGREEMENTS WITH PRIVATE ENTITIES", or in such form as the General Court may deem appropriate, as a law relating to the Town of Needham. This Special Act became Chapter 319 of the Acts of 1989. At a later date, the Legislature made several revisions in the wording of the Special Act thus repealing Chapter 319 and renumbering the Special Act to become Chapter 501 of the Acts of 1989.

MOVED: That the Town accept Chapter 501 of the Acts of 1989.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 38

To see if the Town will vote to continue the Parking Facilities Study Committee initially established by vote of the Town under Article 4 of the Special Town Meeting in May 1986 and last continued by vote under Article 28 of the 1989 Annual Town Meeting; direct and authorize said Committee to study the parking needs and problems of the community; and report its recommendations to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the Parking Facilities Study Committee initially established by vote of the Town under Article 4 of the Special Town Meeting in May 1986 and last continued by vote under Article 28 of the 1989 Annual Town Meeting; direct and authorize said Committee to study the parking needs and problems of the community; and report its recommendations to the next Annual Town Meeting or sooner.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 39

To see if the Town will vote to continue the Solid Waste Disposal Study Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and last continued by vote under Article 25 of the 1989 Annual Town Meeting; direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste; said Committee to report to the Capital Budget Sub-Committee and to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the Solid Waste Disposal Study Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and last continued by vote under Article 25 of the 1989 Annual Town Meeting; direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste; said Committee to report to the Capital Budget Sub-Committee and to the next Annual Town Meeting or sooner.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 40

To see if the Town will vote to continue the Future School Needs Committee, its members to be appointed by the Town bodies, as originally established by vote under Article 77 of the 1951 Annual Town Meeting; and last continued by vote under Article 67 of the 1989 Annual Town Meeting; direct and authorize said Committee to continue its work -- studying population trends and other factors which impact on the future adequacy of school facilities as heretofore authorized and to report with its recommendations to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the Future School Needs Committee, its members to be appointed by the Town bodies, as originally established by vote under Article 77 of the 1951 Annual Town Meeting; and last continued by vote under Article 67 of the 1989 Annual Town Meeting; direct and authorize said Committee to continue its work -- studying population trends and other factors which impact on the future adequacy of school facilities as heretofore authorized and to report with its recommendations to the next Annual Town Meeting or sooner.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 41

To see if the Town will vote to continue the Non-Criminal Disposition and Recodification Study Committee, for the purpose of studying the various rules and regulations of the various boards of the Town and the ordinances and By-Laws of the Town to recommend to the Town which such rules, regulations, ordinances and By-Laws should be treated as non-criminal violations under the provisions of M.G.L. Chapter 40, Section 21D, and further to study the Town's General By-Laws so as to recommend to the Town a recodification of the General By-Laws. Said Committee shall be made up of five members, two of whom shall be appointed by the moderator and three of whom shall be appointed by the Board of Selectmen, as originally established by vote under Article 66 of the 1988 Annual Town Meeting; and last continued by vote under Article 66 of the 1989 Annual Town Meeting; said committee shall report back to the next Annual Town Meeting; or take any other action relative thereto.

MOVED: That the Town continue the Non-Criminal Disposition and Recodifications Study Committee, for the purpose of studying the various rules and regulations of the various boards of the Town and the ordinances and By-Laws of the Town to recommend to the Town which such rules, regulations, ordinances and By-Laws should be treated as non-criminal violations under the provisions of M.G.L. Chapter 40, Section 21D, and further to study the Town's General By-Laws so as to recommend to the Town a recodification of the General By-Laws. Said Committee shall be made up of five members, two of whom shall be appointed by the moderator and three of whom shall be appointed by the Board of Selectmen, as originally established by vote under Article 66 of the 1988 Annual Town Meeting; and last continued by vote under Article 66 of the 1989 Annual Town Meeting; said committee shall report back to the next Annual Town Meeting.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 42 was unanimously adopted on May 7, 1990.

ARTICLE 43

To see if the Town will vote to continue the Town Government Review Committee, established by vote of the 1988 Annual Town Meeting under Article 65; to make a study relative to the Charter, structure and management of the Town Government and to the delivery of Town services, with a view to ways and means of improving the same; that the several officers, departments, boards, committees and other administrative agencies of the Town provide said Committee with such information and materials relative to their organization, functions and activities, other than information and records classified as confidential by State and Federal laws and regulations, as said committee may request; and report its recommendations to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the Town Government Review Committee, established by vote of the 1988 Annual Town Meeting under Article 65; to make a study relative to the Charter, structure and management of the Town Government and to the delivery of Town services, with a view to ways and means of improving the same; that the several officers, departments, boards, committees and other administrative agencies of the Town provide said Committee with such information and materials relative to their organization, functions and activities, other than information and records classified as confidential by State and Federal laws and regulations, as said committee may request; and report its recommendations to the next Annual Town Meeting or sooner.

A motion to amend was offered by Mr. James Hugh Powers that the main motion offered under this Article be amended by striking out, in lines 5 and 6, after the words "with a view to", the words "ways and means of improving the same", and by inserting in place thereof the words "restructuring Town Government to improve the supervision and administration of its services and activities, and to achieving economies which will enable the Town to function more effectively within the constraints imposed by Proposition 2½, so called,".

Mr. Powers' motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the town continue the Town Government Review Committee, established by vote of the 1988 Annual Town Meeting under Article 65; to make a study relative to the Charter, structure and management of the Town Government and to the delivery of Town services, with a view to restructuring Town Government to improve the supervision and administration of its services and activities, and to achieving economies which will enable the Town

to function more effectively within the constraints imposed by Proposition 2½, so called; that the several officers, departments, boards, committees and other administrative agencies of the Town provide said Committee with such information and materials relative to their organization, functions and activities, other than information and records classified as confidential by State and Federal laws and regulations, as said committee may request; and report its recommendations to the next Annual Town Meeting or sooner.

ARTICLE 44

To see if the Town will vote to transfer a sum from the Free Cash Certified Account to meet, in part, appropriations made at this Town Meeting, and to authorize the Town Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 1991; or take any other action relative thereto.

MOVED: That the Town transfer a sum from the Free Cash certified Account to meet, in part, appropriations made at this Town Meeting, and to authorize the Town Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 1991; the sum being \$1,316,000.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 45

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for, or proposed by the Selectmen, or any Town Officer or Committee; to appoint such committees as may be decided upon; and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

MOVED: Under Article 45, Mr. John F. Milligan offered the following Resolution:

Be it resolved that this Town Meeting publicly applauds and shows its appreciation for those fellow citizens who have helped our fiscal situation by recycling. There are many who bring their newspapers, bottles, etc. to the Town Disposal area quietly and without any wish for recognition or thanks, and who make a substantial contribution to the town, and who, by their example will help others to do likewise.

ACTION: Said Resolution was presented and carried unanimously by voice vote.

MOVED: Under Article 45, Mr. Robert D. Hall, Jr. offered the following Resolution:

Be it resolved that this Town Meeting wishes the Personnel Committee to study all existing and pending employment contracts (including those in the School Department) to determine if contracts can be abrogated and/or renegotiated so as to permit the Town Government to finance its operations in the fiscal year 1991 and in the foreseeable future within the budget constraints of Proposition 2½ and without dependence on State aid; and to report their findings and recommendations to the Selectmen and Finance Committee at least 60 days prior to the 1991 Town Meeting so as to assist them in their budget planning; and also to report their findings to the 1991 Annual Town Meeting.

ACTION: Said Resolution was presented, but it failed to pass by voice vote.

MOVED: Under Article 45, Mr. James Hugh Powers offered the following Resolution:

RESOLVED, that it is the sense of the Town Meeting that the Commonwealth continues to make excessive use of the local property tax as a means of financing the public school system which, under the Constitution of the Commonwealth, is a State responsibility (See Part II, Chapter V, Section II); that this State practice denies children of the Commonwealth equal educational opportunity by making their schools too reliant on local property tax bases which vary widely from one community to another; that this practice places too heavy a burden on residential housing for the support of the schools, given the regressive aspects of the property tax as contrasted with taxes measuring ability to pay by income; that use of the property tax levy in each city and town to fund the public schools, a State function, is further compromised by the policies and restrictions of Proposition 2½, forcing the schools to compete with truly local government functions for limited available property tax dollars; that these difficulties are further exacerbated by the failure of the State to fund fully and promptly all State mandates to cities and towns, and their local school committees, in relation to the public schools; and that the several legislators representing the people of Needham in the General Court be respectfully and urgently requested to give highest priority to redressing the public school funding crisis by means of appropriate and prudent changes in the State tax laws, State laws relating the abateements of the property tax, and the laws relating to State aid to the cities, towns and regional school districts for the support of the public schools, and, if need be, through amendments to the Constitution of the Commonwealth designed to assure adequate State financial support of the public schools. And be it further

RESOLVED, That the Board of Selectmen cause copies of this resolution to be sent to the several legislators representing the people of the Town of Needham in the General Court, to the Chairmen of the Joint Committee on Education and on Taxation, to the Chairmen of the House and Senate Committees on Ways and Means, and to His Excellency the Governor, with appropriate covering letters.

ACTION Said Resolution was presented and carried unanimously by voice vote.

MOVED: Under Article 45, Mr. James Hugh Powers offered the following motion:

That the Finance Committee be authorized and directed to include in its annual report, printed as part of the Annual Town Meeting Warrant document, a table showing the staffing pattern of each department, board, committee, and commission for which an appropriation is requested in the annual budget. Such staffing table shall indicate the numbers of full-time and part-time personnel employed in each office or class of positions, the titles of such offices or classes of positions, and the then existing entrance and maximum rates of compensation established for such offices and positions, in declining order from the highest paid to the lowest paid offices and classes of positions authorized for the particular department, board, committee, or commission, as the case may be.

ACTION: Mr. Powers' motion was presented and carried by voice vote.

MOVED: Under Article 45, Mr. Norman M. Bryden offered the following Resolution:

RESOLVED: that this Town Meeting urges the Selectmen to continue the town's vital struggle to obtain its fair share of local aid funds appropriated by the General Court but withheld by the Governor, joining with other communities as expedient to enforce release of such funds to the communities forthwith.

ACTION: Said Resolution was presented and carried unanimously by voice vote.

MOVED: Under Article 45, Mr. John D. Fountain offered the following Resolution:

Be it resolved that it is the sense of the Town Meeting that the Board of Selectmen and the Personnel Board be guided by the following goal in setting salaries and in negotiating salary schedules that cover fiscal year 1991 for all Needham Town Employees:

Salaries for all Town Employees should be increased by 2 1/2 percent for the fiscal year 1991.

A motion to amend was offered by Mr. Eric W. Fleming to strike the number "2 1/2 per cent" and insert in place thereof the words "zero percent".

A second motion to amend was offered by Mrs. Susan W. Abbott to insert after the words "increased by" the words "no more than".

After a brief discussion, Mr. Frederick Walman moved the previous question on the Resolution and the two motions to amend. The motion was presented and carried by voice vote.

Mr. Fleming's motion to amend was presented, but it failed to pass by voice vote.

Mrs. Abbott's motion to amend was presented and the Moderator was in doubt as to the voice vote. The motion was again presented and the Moderator was still in doubt as to the voice vote. The motion was presented for the third time and carried by a count of hands. The hand count was Yes 91 - No 70.

ACTION: Said Resolution, as amended, was presented and the Moderator was in doubt as to the voice vote. The motion was again presented and the Moderator was still in doubt as to the voice vote. The motion was presented for the third time and carried by a count of hands. The hand count was Yes 90 - No 69.

VOTED: Be it resolved that it is the sense of the Town Meeting that the Board of Selectmen and the Personnel Board be guided by the following goal in setting salaries and in negotiating salary schedules that cover the fiscal year 1991 for all Needham Town Employees:

Salaries for all Town Employees should be increased by no more than 2 1/2 percent for fiscal year 1991.

MOVED: Under Article 45, Mrs. Betsy M. Tedoldi offered the following Resolution:

Be it resolved that in anticipation of additional revenue to the Town, including certified free cash and payment of State Aid previously withheld by the State, it is the will of this Town Meeting that if and when a Special Town Meeting should be called during the Fall of 1990, at a time determined by the Board of Selectmen, that a sum of \$33,446 be included for the services of the Council On Aging.

A motion to amend was offered by Mrs. Jane A. Howard to add the words "and a sum of \$40,000 be included for the services of public transportation."

Mrs. Diane Perry Matthews advised that 23% of the population of Needham is getting older and there is a need to address these issues that affect these people.

Mrs. Howard's motion to amend was presented, but it failed to pass by voice vote.

ACTION: Said Resolution was presented, but it failed to pass by voice vote.

MOVED: Under Article 45, Mr. Daniel P. Matthews offered the following Resolution:

Be it resolved that Town Meeting recommend that the various Boards and Committees of the Town confer and that said Boards and Committees develop and implement appropriate programs for the encouragement of voluntary contributions as a supplemental source of financial support for worthy activities of the Town.

After a brief discussion, Mr. Arthur M. Tiernan, Jr. moved the previous question on Mr. Matthews' Resolution. The motion was presented and carried unanimously by voice vote.

ACTION: Said Resolution was presented and carried by voice vote.

MOVED: Under Article 45, Mrs. Joan D'Arcy Sheridan offered the following motion:

That an advisory committee be formed to study and make recommendations about the feasibility of returning to the Needham School system those mentally handicapped children whose parents wish them to attend school in Needham. The committee shall consist of 7 members - 2 appointed by the School Committee, 2 appointed by the Moderator, 2 appointed by the Selectmen, 1 appointed by the Finance Committee; to report back to the next Annual Town Meeting or sooner.

ACTION: Mrs. Sheridan's motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and the Moderator was still in doubt as to the voice vote. The motion was presented for the third time and carried by a count of hands. The hand count was Yes 93 - No 60.

MOVED: Under Article 45, Mrs. Marcia M. Carleton offered the following Proclamation:

WHEREAS The late Harry Martin served with great distinction as a Town Meeting Member for many years, and

WHEREAS Harry Martin was well known for his ability to bring issues to an understandable level, and

WHEREAS A favorite expression of Harry's at Town Meeting during a debate on an issue favored by him would be to say: "Do This For Old Harry Martin", and

WHEREAS Harry Martin was a stone mason by profession and always stated that he was proud to live in Needham, and

WHEREAS The Town of Needham is richer for and appreciative of his many years of service to our community.

NOW, THEREFORE BE IT RESOLVED that the 1990 Annual Town Meeting be adjourned in memory of Harry Martin.

ACTION: Said Proclamation was presented and carried unanimously by voice vote.

MOVED: Under Article 45, Mrs. Marcia M. Carleton offered the following Proclamation:

WHEREAS The late Rosalind Mortimer-Maddox was a dedicated Town Meeting Member from 1974 and served until 1989, and

WHEREAS Rosalind Mortimer-Maddox will be remembered by all of us for her sense of humor, determination and energetic service to the Town in many areas, and

WHEREAS Rosalind Mortimer-Maddox founded the Women Democrats of the Needham/Dover Area and remained a loyal Democrat and supporter of women running for office at the state and local levels, and

WHEREAS Rosalind Mortimer-Maddox was an elementary school teacher for many years, and

WHEREAS Rosalind Mortimer-Maddox served with distinction on many Town Committees, including Council on Aging, and the Arts Lottery Council.

NOW, THEREFORE BE IT RESOLVED by this Body that the 1990 Annual Town Meeting be dissolved in memory of one of our most illustrious departed members.

ACTION: At 12:20 A.M. said Proclamation was presented and carried unanimously by voice vote.

Theodora K. Eaton, CMC,
Town Clerk

